



Town of Arlington Board of Selectmen

Meeting Agenda

December 4, 2017

7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

CONSENT AGENDA

1. Vote: Chapter 268A, Section 20(b)(3) Contract Certification
Michael Rademacher, Director, Department of Public Works
(tabled from 11/20/17 meeting)
2. Request: Special (One Day) Beer & Wine License, 12/30/17 @ Robbins Memorial Town Hall
for a Private Event
Heather Hawkes
3. Request: Special (One Day) Beer & Wine License, 12/31/17 @ Robbins Memorial Town Hall
for a Private Event
Judy Femia
4. Vote: Loading Zone Time Change/Alton Street
Officer Corey Rateau, Traffic & Parking Unit

PUBLIC HEARINGS

5. 7:30 p.m.
 - a. Vote: MWRA Debt Shift
 - b. Discussion and Vote: Property Tax Classification - Tax Rate
Paul Tierney, Director of Assessments
Kevin Feeley, Chair, Board of Assessors

LICENSES & PERMITS

6. Request: Tango Restaurant Late Night Event, 12/31/17-1/1/18
Tango Restaurant, 464-466 Massachusetts Avenue, Ricardo Mermet
7. Request: Duet Restaurant Late Night Event, 12/31/17-1/1/18
Duet, 190 Massachusetts Avenue, Wayne Duprey
8. Discussion: Policy Regarding Transfer of Alcohol Licenses
Douglas W. Heim, Town Counsel

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

9. Outdoor Beautification
 - a. Update on Civic Development Committee of Arlington Garden Club
Jane Foley
 - b. Update on Friends of Robbins Library
Sally Naish
 - c. Vote: Creation of Outdoor Beautification Committee
Joseph A. Curro, Jr., Chair
10. Arts Update
 - a. Annual Report of Arlington Commission on Arts and Culture
Adria Arch
Stephanie Marlin-Curiel
 - b. Arlington Public Art Update (tabled from 11/20/17 meeting)
Adria Arch
Cecily Miller, Public Art Consultant
11. Discussion: Future BoS Meetings
12. Discussion: Process to Fill Vacancy on the Board of Selectmen
Douglas W. Heim, Town Counsel

CORRESPONDENCE RECEIVED

Property Damage @ 235 Gray Street
John and Frances Kotelly, 235 Gray Street

Arlington Libraries Foundation's Annual Appeal
Karin Varnik Barrett, Chair, Arlington Libraries Foundation

Request to Extend No Parking Section and Add Speed Limit Sign on Winter Street
Bob Radochia, 45 Columbia Road

NEW BUSINESS

EXECUTIVE SESSION

Next Meeting of BoS December 18, 2017



Town of Arlington, Massachusetts

Vote: Chapter 268A, Section 20(b)(3) Contract Certification

Summary:

Michael Rademacher, Director, Department of Public Works
(tabled from 11/20/17 meeting)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	DPW_Reference.pdf	Request from DPW Director, Memorandum from Fire Chief

DEPARTMENT OF PUBLIC WORKS

51 Grove Street
Arlington, Massachusetts 02476
Fax (781) 316-3109



Town of Arlington

RECEIVED
SELE... OFFICE
ARLINGTON, MA 02476
2017 NOV -3 AM 11:51

November 1, 2017

Town Clerk

Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

RE: Chapter 268A, Section 20(b)(3) Certification

To Whom It May Concern:

On behalf of the Town of Arlington Department of Public Works, I have offered part-time work as a Snow & Ice Contractor to Paul Flynn who is currently employed full-time as a Firefighter with the Town of Arlington, Fire Department. The duties of a Snow & Ice Contractor are outside Paul's regular duties with the Arlington Fire Department and will be done outside of his/her regular working hours. The Department of public works will compensate him for not more than 500 hours per year. I hereby certify that the contract for a Snow & Ice Contractor has been publicly noticed or – if applicable – competitively bid, and that the Department of Public Works does not have sufficient staff available to perform the duties of a Snow & Ice Contractor.

By their signatures below, members of the board of Selectmen approve the exemption of Paul Flynn from G.L. c. 268A, & 20(a), for the purposes of the contract described herein.

Signed,

A blue ink signature of Michael Rademacher.

Michael Rademacher, Director of DPW

Approved,
Arlington Board of Selectmen:


DATE: _____



**Arlington Fire Department
Town of Arlington**

Administrative Office
411 Mass Ave, Arlington, MA 02474
Phone: (781) 316-3801 Fax: (781) 316-3808
Email: rjefferson@town.arlington.ma.us

Robert J Jefferson
Fire Chief

Memo to: Michael Rademacher, Director of Public Works
From: Robert J Jefferson, Fire Chief 
Date: October 18, 2017
Subject: Fire Department employees plowing for DPW

I am aware and do not oppose Firefighter Paul Flynn plowing for the town, as a private contractor, while off duty from his Fire Department schedule.



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 12/30/17 @ Robbins Memorial Town Hall for a Private Event

Summary:

Heather Hawkes

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Hawkes_Special_Application.pdf	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Heather Hawkes _____

Address, phone & e-mail contact information:

81 Newbury St. #2 Somerville, Ma. 203-502-9331 hhawkes21@gmail.com

Name & address of Organization for which license is sought:

N/A

Does this Organization hold nonprofit status under the IRS Code? ____ Yes __X__ No

Name of Responsible Manager of Organization (if different from above): _

Michelle Noska, Beaujolais Catering

Address, phone & e-mail contact information:

207 Broadway, Arlington, Ma. 781-646-5408 michelle@beaujolaiscatering.com

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? X NO ____ If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

one time event

24-Hour contact number for Responsible Manager on Event date:

617-519-6081

Title of Event:

wedding

Date/time of Event:

December 30, 2017, 5:30 pm - 9:30 pm

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer/Vicki Rose/Sheelah Ward

Method(s) of invitation/publicity for Event:

Invitation

Number of people expected to attend: 200

Expected admission/ticket prices: N/A

Expected prices for food and beverages (alcoholic and non-alcoholic):

N/A

Will persons under age 21 be on premises? yes

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

Bartenders will check for ID's

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Roteau Date 11-28-17
Off. Corey P. Roteau
Printed name/title

POLICE COMMENTS:

Request at least one safety detail based on 200 expected attendees.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

beer/wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

full dinner menu waters/sodas

Who will be responsible for serving alcoholic beverages at the Event?

Beaujolais Catering

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS CERTIFICATION

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

attached

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc;

Atlas Liquors Medford

Date of Delivery: Sat. 12/30/2017

Alcohol Serving Time (s) 5:30 - 9:30 pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Atlas will take back what is not used.

Date of Pick-Up:

Tues. January 2, 2018

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

ATTACHED

Please submit this completed form and filing fee to the Board of Selectmen

**at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

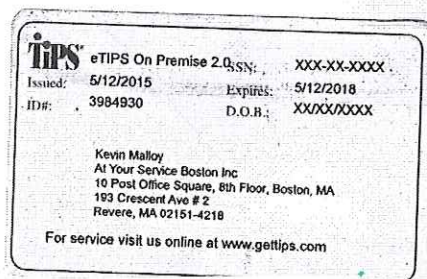
Signature: _____

Printed name: Heather Hawkes

Printed title & Organization name: _____

Email: hhawkes21@gmail.com

revised: 5/18/2015 reformatted: 05/05/2017

File: KevinTips.jpeg

Size: 117k

Content Type: image/jpeg

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

Congratulations!

By successfully completing the TIPS (Training for Intervention Procedures) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program. You will help to provide a safer environment for your patrons, peers and/or leagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



JENNIFER G. GAFETZ
Executive Director, HCI

Signature: _____

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

TIPS® eTIPS On Premise 2.0
Issued: 6/6/2015
Expires: 6/6/2018
ID#: 4003613
D.O.B.: XXX-XX-XXXX

Aldarico G de Oliveira
364 Reservoir ave
Revere, MA 02151

For service visit us online at www.gettips.com



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

22 November 2017

SECURITY PLAN FOR HAWKES WEDDING

A wedding for Heather Hawkes will be held on Saturday, December 30, 2017, in the auditorium at Arlington Town Hall. The event is scheduled for 5:30 pm to 10:30 pm.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

We anticipate approximately 200 people to attend.

Vicki Rose will be the event coordinator for the event. The caterer Beaujolais Catering will provide bartender service. Greg Stathopoulos will be the custodian for the event. The Hawkes family will be responsible to ensure that the event runs smoothly.

A police detail will be hired for the event (if required) and a fire services detail will be hired for the event. These officers will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/12/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Prescott and Son Insurance Agency, Inc. 963 Eastern Avenue Malden MA 02148		CONTACT NAME: Commercial Lines PHONE (A/C, No, Ext): (781) 322-2350 FAX (A/C, No): E-MAIL ADDRESS:	
INSURED Michele Noska DBA; Beaujolais Catering 207 A Broadway Arlington MA 02474		INSURER(S) AFFORDING COVERAGE INSURER A: Ohio Security Ins Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 24082	

COVERAGES

CERTIFICATE NUMBER: CL1741225218

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			BKS56554619	4/9/2017	4/9/2018	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000				
			MED EXP (Any one person) \$ 15,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
						GENERAL AGGREGATE \$ 2,000,000	
						PRODUCTS - COMP/OP AGG \$ 2,000,000	
							Expense Mod Factor 1 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	LIQUOR LIABILITY			BKS56554619	4/9/2017	4/9/2018	EACH OCCURRENCE \$1,000,000 AGGREGATE \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder name as additional insured

CERTIFICATE HOLDER**CANCELLATION**

Town Of Arlington
730 Mass Avenue
Arlington, MA 02474

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

J S Scholnick/MPB

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Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 12/31/17 @ Robbins Memorial Town Hall for a Private Event

Summary:

Judy Femia

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Femia_Special_Application.pdf	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Judy Femia

Address, phone & e-mail contact information:

60 Mountain Rd., Burlington, Ma 339-368-0877 jfemia113@gmail.com

Name & address of Organization for which license is sought:

N/A

Does this Organization hold nonprofit status under the IRS Code? ☐ Yes ☒ No

Name of Responsible Manager of Organization (if different from above):

Michelle Noska, Beaujolais Catering

Address, phone & e-mail contact information:

207 Broadway, Arlington, Ma. 617-519-6081

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? ☒ NO ☐ If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

one time

24-Hour contact number for Responsible Manager on Event date:

617-519-6081

Title of Event:

wedding

Date/time of Event:

Sunday, December 31, 2017 8:00 pm - 1:00 AM

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer/Vicki Rose/Sheelah Ward

Method(s) of invitation/publicity for Event:

Invitation

Number of people expected to attend: 190

Expected admission/ticket prices: N/A

Expected prices for food and beverages (alcoholic and non-alcoholic):

N/A

Will persons under age 21 be on premises? yes

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

Bartenders will check for ID's

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Rataeau Date 11/29/17
Off. Corey P. Rataeau
Printed name/title

POLICE COMMENTS:

Request at least one police safety detail.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

beer/wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

full dinner menu waters/sodas

Who will be responsible for serving alcoholic beverages at the Event?

Beaujolais Catering

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS CERTIFICATION

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

attached

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc.)

Kappy's On Line, Everett, Ma

Date of Delivery: Sunday, December 30, 2017

Alcohol Serving Time (s) 8:30 PM - 12:30 AM

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Kappy's will take back what is not used.

Date of Pick-Up:

Tuesday, January 2, 2018

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

ATTACHED

Please submit this completed form and filing fee to the Board of Selectmen

**at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____

Printed name: Judy Femia

Printed title & Organization name: _____

Email: jfemia113@gmail.com

revised: 5/18/2015 reformatted: 05/05/2017



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

22 November 2017

SECURITY PLAN FOR FEMIA WEDDING

A wedding for Jennifer Femia will be held on Sunday, December 31, 2017, in the auditorium at Arlington Town Hall. The event is scheduled for 8:30 pm to 12:30 am.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

We anticipate approximately 190 people to attend.

Vicki Rose will be the event coordinator for the event. The caterer Beaujolais Catering will provide bartender service. Greg Stathopoulos will be the custodian for the event. The Femia family will be responsible to ensure that the event runs smoothly.

A police detail will be hired for the event (if required) and a fire services detail will be hired for the event. These officers will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.

This card was issued for successful completion of the TIPS program

Signature: _____

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

Congratulations!

By successfully completing the TIPS (Training for Intervention Procedures) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or leagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or can assist you in any way, please contact us at 703-524-1200. Thank you for dedication to the responsible sale and consumption of alcohol.

Sincerely,



William F. Chafetz
President, HCI

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

TIPS® eTIPS On Premise 2.0

Issued: 6/6/2015

ID#: 4003613

SSN: XXX-XX-XXXX

Expires: 6/6/2018

D.O.B.: XXX/XX/XXXX

Aldarico G de Oliveira
364 Reservoir ave
Revere, MA 02151

For service visit us online at www.gettips.com



eTIPS On Premise 2.0 SSN: XXX-XX-XXXX
Issued: 5/12/2015 Expires: 5/12/2018
ID#: 3984930 D.O.B.: XXX/XXX/XXXX

Kevin Malloy
At Your Service Boston Inc
10 Post Office Square, 8th Floor, Boston, MA
193 Crescent Ave # 2
Revere, MA 02151-4218

For service visit us online at www.gettips.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/12/2017

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PRODUCER Prescott and Son Insurance Agency, Inc. 963 Eastern Avenue Malden MA 02148		CONTACT NAME: Commercial Lines PHONE (A/C, No, Ext): (781) 322-2350 FAX (A/C, No): E-MAIL ADDRESS:	
INSURED Michele Noska DBA; Beaujolais Catering 207 A Broadway Arlington MA 02474		INSURER(S) AFFORDING COVERAGE INSURER A: Ohio Security Ins Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 24082	

COVERAGES**CERTIFICATE NUMBER:** CL1741225218**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			BKS56554619	4/9/2017	4/9/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Expense Mod Factor 1 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	LIQUOR LIABILITY			BKS56554619	4/9/2017	4/9/2018	EACH OCCURRENCE \$1,000,000 AGGREGATE \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder name as additional insured

CERTIFICATE HOLDER**CANCELLATION**Town Of Arlington
730 Mass Avenue
Arlington, MA 02474

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

J S Scholnick/MPB

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Town of Arlington, Massachusetts

Vote: Loading Zone Time Change/Alton Street

Summary:

Officer Corey Rateau, Traffic & Parking Unit

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Loading_Zone_Amendment_Request.docx	Memo

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE
Frederick Ryan



Town of Arlington
MASSACHUSETTS 02474

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900
Facsimile 781-316-3919

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: November 29, 2017

RE: Request for Amendment to Article V, Sec. 8 of the Traffic Rules and Orders:
Loading Zones

The Traffic and Parking Unit is requesting that Article V, Sec. 8 of the Traffic Rules and Orders (Loading Zones) be amended to change the time limit from 20 minutes to 30 minutes. The recent events that led to the creation of the loading zone on Alton Street have shown that the average time for deliveries can vary between 20 and 30 minutes. We would like to ensure that the businesses needing the extra time for larger deliveries are accommodated.

Thank you for your consideration.

CPR

Cc: Frederick Ryan, Chief of Police
Capt. Julie Flaherty, Support Services Commander
Capt. Jim Curran, Operations Commander
Lt. Paul Conroy, OIC / Traffic, Details, and Licensing
Adam Chapdelaine, Town Manager
Arlington Fire Department Operations

"Proactive and Proud"



Town of Arlington, Massachusetts

7:30 p.m.

Summary:

- a. Vote: MWRA Debt Shift
 - b. Discussion and Vote: Property Tax Classification - Tax Rate
- Paul Tierney, Director of Assessments
Kevin Feeley, Chair, Board of Assessors

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	Tax_Classification_Report_2018.pdf	Tax Classification Report
▣ Reference Material	Property_Classification_FY2018.doc	legal ad

TOWN OF ARLINGTON



***TAX CLASSIFICATION HEARING
DECEMBER 4, 2017
FY2018***

***PAUL TIERNEY
DIRECTOR OF ASSESSMENTS***

HOW TO DETERMINE THE LEVY TOTAL TO BE RAISED AND THE TAX RATE FY2018

I. CALCULATE THE FY 2018 LEVY LIMIT

A. FY 2017 LEVY LIMIT		\$106,050,906
B. ADD 2.5%		\$2,651,273
C. ADD FY 2017 NEW GROWTH	*	\$1,263,812
D. ADD FY 2017 OVERRIDE		\$0
E. FY 2018 LEVY LIMIT		\$109,965,991

II. CALCULATE THE FY 2018 TOTAL TO BE RAISED

A. FY 2017 LEVY LIMIT		\$109,965,991
B. ADD FY 2018 SCHOOL DEBT EXCLUSION		\$1,521,818
C. ADD FY 2018 WATER & SEWER DEBT		\$5,593,112
D. ADD FY 2018 SYMMES CAPITAL DEBT EXCLUSION		\$0
MAXIMUM TOTAL TO BE RAISED		\$117,080,921

III. CALCULATE THE FY2018 TAX RATE

TO BE RAISED	/	TOTAL TAXABLE ASSESSED VA	*1000
\$117,061,870	/	\$9,666,545,866	*1000
		EXCESS LEVY	\$19,051
			\$12.11

*** GROWTH TAX DOLLARS AND THE TAX RATE ARE ESTIMATED
PENDING DEPARTMENT OF REVENUE APPROVAL**

MINIMUM RESIDENTIAL FACTOR COMPUTATION
Fiscal Year 2018

A Class	B Full and Fair Cash Valuation	C Percentage Share	
1. Residential	9,089,724,151	94.0328%	94.0328%
2. Open Space	0	0.0000%	
3. Commercial	435,538,655	4.5056%	5.9672%
4. Industrial	21,771,100	0.2252%	
5. Personal Property	119,511,960	1.2364%	
TOTALS	9,666,545,866	100.0000%	

Maximum Share of Levy for Classes Three, Four and Personal Property: $150\% * 5.9672\%$ (Lines 3C + 4C + 5C) = **8.9508%** (Max % Share)

Minimum Share of Levy for Classes One and Two: $100\% - 8.9508\%$ (Max % Share) = **91.0492%** (Min % Share)

Minimum Residential Factor (MRF): 91.0492% (Min % Share) / 94.0328% (Lines 1C + 2C) = **96.8271%** (Minimum Residential Factor)

MINIMUM RESIDENTIAL FACTOR LA7 (6-96): **96.8271%**

Chapter 58, Section 1A mandates a minimum residential factor of not less than 65 percent.

TOWN OF ARLINGTON
CLASSIFICATION OF REAL ESTATE
SELECTMENS OFFICE
DECEMBER 4, 2017
FISCAL YEAR 2018

**I. OPTION OF THE BOARD OF SELECTMEN.
(CHAPTER 797 OF MASS. GL)**

**II. ALLOWS THE BOARD OF SELECTMEN TO INCREASE THE CIP
CLASSES OF PROPERTY UP TO 150% OF THEIR SHARE OF THE
LEVY.**

III. ARLINGTON'S MRF FOR FISCAL 2018

96.8271%

IV. CIP SHARE OF THE F.Y. 2018 LEVY IS

5.9672%

VI. CIP'S MAXIMUM SHARE THEREFORE MAY BE RAISED TO

8.9508%

**TOWN OF ARLINGTON
ASSESSORS OFFICE
CLASSIFICATION
FISCAL YEAR 2018**

Note: All rates are estimated subject to DOR certification

AT	CIP% SHARE	RO% SHARE	RATE PER \$1000 AV		CIP TAX INC. PER 500K	RO TAX DEC. PER 500K
			CIP	RO		
100.00%	5.9672	94.0328	\$12.11	\$12.11	\$0	\$0
105.00%	6.2656	93.7344	\$12.72	\$12.07	\$303	(\$19.21)
110.00%	6.5639	93.4361	\$13.32	\$12.03	\$606	(\$38.42)
115.00%	6.8623	93.1377	\$13.93	\$11.99	\$908	(\$57.64)
120.00%	7.1606	92.8394	\$14.53	\$11.96	\$1,211	(\$76.85)
125.00%	7.4590	92.5410	\$15.14	\$11.92	\$1,514	(\$96.06)
130.00%	7.7574	92.2426	\$15.74	\$11.88	\$1,817	(\$115.27)
135.00%	8.0557	91.9443	\$16.35	\$11.84	\$2,119	(\$134.49)
140.00%	8.3541	91.6459	\$16.95	\$11.80	\$2,422	(\$153.70)
145.00%	8.6524	91.3476	\$17.56	\$11.76	\$2,725	(\$172.91)
150.00%	8.9508	91.0492	\$18.17	\$11.73	\$3,028	(\$192.12)

CIP SHARE OF LEVY IS	\$6,985,311
CIP MAXIMUM LEVY IS	\$10,477,966

**ASSESSORS OFFICE
TOWN OF ARLINGTON
TAX RATE PER \$1000 OF A.V.**

YEAR	RATE		YEAR	RATE		YEAR	RATE		YEAR	RATE
1929	\$30.00		1954	\$54.50		F78	\$78.00		F03	\$13.64
1930	\$30.40		1955	\$59.20		F79	\$84.60		F04	\$10.61
1931	\$31.40		1956	\$69.20		F80	\$81.00		F05	\$10.94
1932	\$30.40		1957	\$70.40		F81	\$87.00		F06	\$11.34
1933	\$30.40		1958	\$71.20		F82	\$73.50		F07	\$10.95
1934	\$33.00		1959	\$74.00		F83	\$22.70		F08	\$11.45
1935	\$33.00		1960	\$78.20		F84	\$23.43		F09	\$11.92
1936	\$34.00		1961	\$82.60		F85	\$23.96		F10	\$12.11
1937	\$35.60		1962	\$85.00		F86	\$16.49		F11	\$12.41
1938	\$35.20		1963	\$84.60		F87	\$17.24		F12	\$13.66
1939	\$36.80		1964	\$92.60		F88	\$17.66		F13	\$13.61
1940	\$35.80		1965	\$97.60		F89	\$10.86		F14	\$13.79
1941	\$34.80		1966	\$97.60		F90	\$11.25		F15	\$13.55
1942	\$35.60		1967	\$106.00		F91	\$12.47		F16	\$12.80
1943	\$32.00		1968	\$124.00		F92	\$13.84		F17	\$12.56
1944	\$32.00		1969	\$41.00		F93	\$14.52		F18	\$12.11
1945	\$34.40		1970	\$48.20		F94	\$15.55			
1946	\$38.00		1971	\$51.80		F95	\$16.06			
1947	\$42.80		1972	\$56.80		F96	\$16.54			
1948	\$44.20		1973	\$56.80		F97	\$17.08			
1949	\$46.20		1973	\$28.20		F98	\$16.73			
1950	\$50.40		1974	\$74.00		F99	\$17.17			
1951	\$54.20		F75	\$67.20		F00	\$17.66			
1952	\$56.40		F76	\$67.20		F01	\$13.17			
1953	\$57.60		F77	\$74.80		F02	\$13.85			

ASSESSMENT/CLASSIFICATION REPORT as of January 1, 2017
Fiscal Year 2018

Property Type	Parcel Count	Class1 Residential	Class2 Open Space	Class3 Commercial	Class4 Industrial	Class5 Pers Prop
101	7,994	5,243,940,900				
102	3,662	1,481,045,400				
MISC 103,109	13	12,914,100				
104	2,218	1,646,845,660				
105	190	151,929,900				
111-125	146	473,765,100				
130-32,106	311	31,794,800				
200-231	0		0			
300-393	383			385,201,110		
400-442	22				21,771,100	
450-452	0				0	
CH 61 LAND	0	0	0	0		
CH 61A LAND	0	0	0	0		
CH 61B LAND	1	4	0	1,585,696		
012-043	75	47,488,291	0	48,751,849	0	
501	189					5,086,860
502	148					8,050,320
503	0					0
504	2					74,862,760
505	8					17,423,400
506	2					12,764,900
508	4					1,323,720
550-552	0					0
TOTALS	15,372	9,089,724,151	0	435,538,655	21,771,100	119,511,960
Real and Personal Property Total Value						9,666,545,866
Exempt Parcel Count & Value						350 651,609,600

For CH 61, 61A and 61B Land: enter the mixed use parcel count in the left-hand box, and enter the 100% Chapter land parcel count in the right-hand box.

Signatures

Board of Assessors

Paul Tierney, Director , Arlington , ptierney@town.arlington.ma.us 781-316-3061 | 11/3/2017 10:14 AM

Comment: submitted on behalf of BOA

Comments

No comments to display.

NOTE : The information was Approved on 11/15/2017

LA13 Tax Base Levy Growth
Retain documentation for 5 years in case of DOR audit - Fiscal Year 2018

Property Class	(A)PY LA4 Values	Omitted and Revised No.	(B) Omitted and Revised Values	Abatement No.	(C) Abatement Values	Other Adjustment No.	(D) Other Adjustment Values	(E) Adjusted Value Base
RESIDENTIAL								
SINGLE FAMILY (101)	4,966,268,100	0	0	13	391,100	0	0	4,965,877,000
CONDOMINIUM (102)	1,275,197,300	0	0	2	89,800	0	0	1,275,107,500
TWO & THREE FAMILY (104 & 105)	1,679,075,060	0	0	5	338,600	0	0	1,678,736,460
MULTI - FAMILY (111-125)	420,721,500	0	0	0	0	0	0	420,721,500
VACANT LAND (130-132 & 106)	28,852,500	0	0	0	0	0	0	28,852,500
ALL OTHERS (103, 109, 012-018)	57,415,620	0	0	0	0	0	0	57,415,620
TOTAL RESIDENTIAL	8,427,530,080	0	0	20	819,500	0	0	8,426,710,580
OPEN SPACE	0	0	0	0	0	0	0	0
OPEN SPACE - CHAPTER 61, 61A, 61B	0	0	0	0	0	0	0	0
TOTAL OPEN SPACE	0	0	0	0	0	0	0	0
COMMERCIAL	388,050,830	0	0	0	0	0	0	388,050,830
COMMERCIAL - CHAPTER 61, 61A, 61B	1,535,206	0	0	0	0	0	0	1,535,206
TOTAL COMMERCIAL	389,586,036	0	0	0	0	0	0	389,586,036
INDUSTRIAL	20,065,800	0	0	0	0	0	0	20,065,800
PERSONAL PROPERTY	115,034,490	0	0	0	0	0	0	115,034,490
TOTAL REAL & PERSONAL	8,952,216,406	0	0	0	0	0	0	8,952,216,406

NOTE : The information was Approved on 11/15/2017

MASSACHUSETTS DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES
BUREAU OF LOCAL ASSESSMENT

Arlington
TOWN

LA13 Tax Base Levy Growth

Retain documentation for 5 years in case of DOR audit - Fiscal Year 2018

Property Class	Reval Perct	(F) + or - Reval Adj Values	(G) Total Adjusted Value Base	(H) CFY LA4	(I) New Growth Valuation	(J) PY Tax Rate	(K) Tax Levy Growth
RESIDENTIAL							
SINGLE FAMILY (101)	0.05176	257,017,700	5,222,894,700	5,243,940,900	21,046,200		
CONDOMINIUM (102)	0.11799	150,444,600	1,425,552,100	1,481,045,400	55,493,300		
TWO & THREE FAMILY (104 & 105)	0.06534	109,694,900	1,788,431,360	1,798,775,560	10,344,200		
MULTI - FAMILY (111-125)	0.12608	53,043,600	473,765,100	473,765,100	0		
VACANT LAND (130-132 & 106)	0.10198	2,942,300	31,794,800	31,794,800	0		
ALL OTHERS (103, 109, 012-018)	0.05202	2,986,771	60,402,391	60,402,391	0		
TOTAL RESIDENTIAL	0.06837	576,129,871	9,002,840,451	9,089,724,151	86,883,700	12.56	1,091,259
OPEN SPACE	0.00000	0	0	0	0		
OPEN SPACE - CHAPTER 61, 61A, 61B	0.00000	0	0	0	0		
TOTAL OPEN SPACE	0.00000	0	0	0	0	0.00	0
COMMERCIAL							
COMMERCIAL - CHAPTER 61, 61A, 61B	0.10434	40,490,929	428,541,759	433,952,959	5,411,200		
	0.03289	50,490	1,585,696	1,585,696	0		
TOTAL COMMERCIAL	0.10406	40,541,419	430,127,455	435,538,655	5,411,200	12.56	67,965
INDUSTRIAL							
PERSONAL PROPERTY	0.08499	1,705,300	21,771,100	21,771,100	0	12.56	0
				119,511,960	8,327,068	12.56	104,588
TOTAL REAL & PERSONAL				9,666,545,866	100,621,968		1,263,812

Community Comments:

Signatures

Board of Assessors

Paul Tierney, Director, Arlington, ptierney@town.arlington.ma.us 781-316-3061 | 11/9/2017 12:34 PM

Comment: Submitted on behalf of the BOA

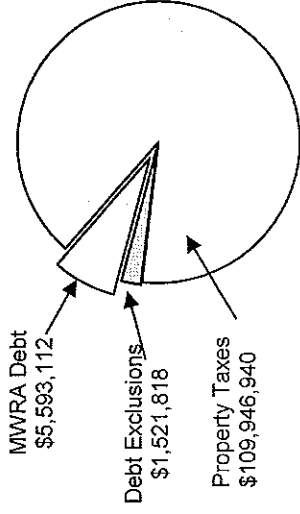
NOTE: The information was approved on 11/15/2017

*Fy 2018 Vs Fy 2017
by State Class Code*

		18 VS 17								
Code	Type	COUNT	FY 2018 Assessed Value	Ave AV	Count Inc/Dec	% Inc/Dec	Ave AV Inc/Dec	COUNT	FY 2017 Assessed Value	Ave AV
101	Single Family	7,994	5,243,940,900	655,985	0	5.59%	34,735	7,994	4,966,268,100	621,249
102	Condominium	3,662	1,481,045,400	404,436	110	16.14%	45,428	3,552	1,275,197,300	359,008
Misc 103,109	Misc	13	12,914,100	993,392	0	-3.82%	-39,423	13	13,426,600	1,032,815
104	2 Family	2,218	1,646,845,660	742,491	-46	7.06%	63,070	2,264	1,538,210,360	679,422
105	3 Family	190	151,929,900	799,631	-3	7.86%	69,762	193	140,864,700	729,869
111-125	Apartments	146	473,765,100	3,244,966	0	12.61%	363,312	146	420,721,500	2,881,654
130-132, 106	Res Land	311	31,794,800	102,234	-1	10.20%	9,758	312	28,852,500	92,476
200-231	Open Space	0			0			0		
300-393	Commercial	383	385,201,110	1,005,747	1	12.37%	108,340	382	342,809,610	897,407
400-452	Industrial	22	21,771,100	989,595	0	8.50%	77,514	22	20,065,800	912,082
CH 61 Land	Ch Land	0			0			0		
CH 61A Land	Ch Land	0			0			0		
CH 61B Land	Ch Land	4	1,585,696	396,424	0	3.29%	12,623	4	1,535,206	383,802
012-043(Res)	Mixed Use(Res)	37	47,488,291	1,283,467	-1	7.95%	125,862	38	43,989,020	1,157,606
012-043(Com)	Mixed Use(Com)	38	48,751,849		0	7.76%		38	45,241,220	
501	Per Prop	189	5,086,860	26,915	-20	-12.08%	-770	209	5,786,050	27,684
502	Per Prop	148	8,050,320	54,394	-9	13.10%	9,056	157	7,118,030	45,338
503	Per Prop	0	0		0			0	0	
504,550-552	Per Prop	2	74,862,760	37,431,380	0	4.39%	1,574,440	2	71,713,880	35,856,940
505	Per Prop	8	17,423,400	2,177,925	0	-5.37%	-123,675	8	18,412,800	2,301,600
506	Per Prop	2	12,764,900	6,382,450	0	24.44%	1,253,600	2	10,257,700	5,128,850
508	Per Prop	4	1,323,720	330,930	0	-24.19%	-105,578	4	1,746,030	436,508
TOTAL		15,371	9,666,545,866			7.98%		15,340	8,952,216,406	
Residential			9,089,724,151			7.86%			8,427,530,080	
Open Space			0.00						0.00	
Commercial			435,538,655			11.80%			389,586,036	
Industrial			21,771,100			8.50%			20,065,800	
Total Real Est		15,018	9,547,033,906			8.03%		14,958	8,837,181,916	
Personal Prop		353	119,511,960			3.89%		382	115,034,490	
Total Real & PP		15,371	9,666,545,866			7.98%		15,340	8,952,216,406	
Exempt		350	651,609,600					353	610,310,100	
Grand Total		15,721	10,318,155,466					15,693	9,562,526,506	

FY2018 Tax Rate

Arlington's Property Taxes



Property Taxes The town will collect **\$117,061,870** from property taxes to pay for town services. This will result in an overall tax rate of **\$12.11** per thousand dollars of assessed value.

Debt Exclusions: Included in the total of **\$117,061,870** is **\$1,521,818** for voter approved debt exclusions. The effect of these is **16** cents on the tax rate of **\$12.11**.

MWRA Debt Included in the total of **\$117,061,870** is **\$5,593,112** for MWRA debt. The effect of this is **58** cents on the tax rate of **\$12.11**.

- The grand total of all assessed taxable property in Arlington is **\$9,666,545,866** a **7.98%** increase from Fiscal Year 2017
- Note Town Hall Hours: M-W 8:00 A.M.-4:00 P.M.; T- 8:00 A.M.-7:00 P.M.; F-8:00 A.M.-Noon

TAX RATE COMPONENTS FY2014 - FY2018

	2014	2015	2016	2017	2018
LEVY BASE	\$12.37	\$12.22	\$11.58	\$11.43	\$10.97
2 1/2%	\$0.31	\$0.31	\$0.29	\$0.29	\$0.27
GROWTH	\$0.19	\$0.16	\$0.16	\$0.12	\$0.13
OVERRIDE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WAT & SEW DEBT EXCL	\$0.76	\$0.72	\$0.66	\$0.62	\$0.58
SCHOOL DEBT EXCLU	\$0.14	\$0.14	\$0.12	\$0.10	\$0.16
SYMMES DEBT	\$0.02	\$0.00	\$0.00	\$0.00	\$0.00
TAX RATE *	\$13.79	\$13.55	\$12.80	\$12.56	\$12.11

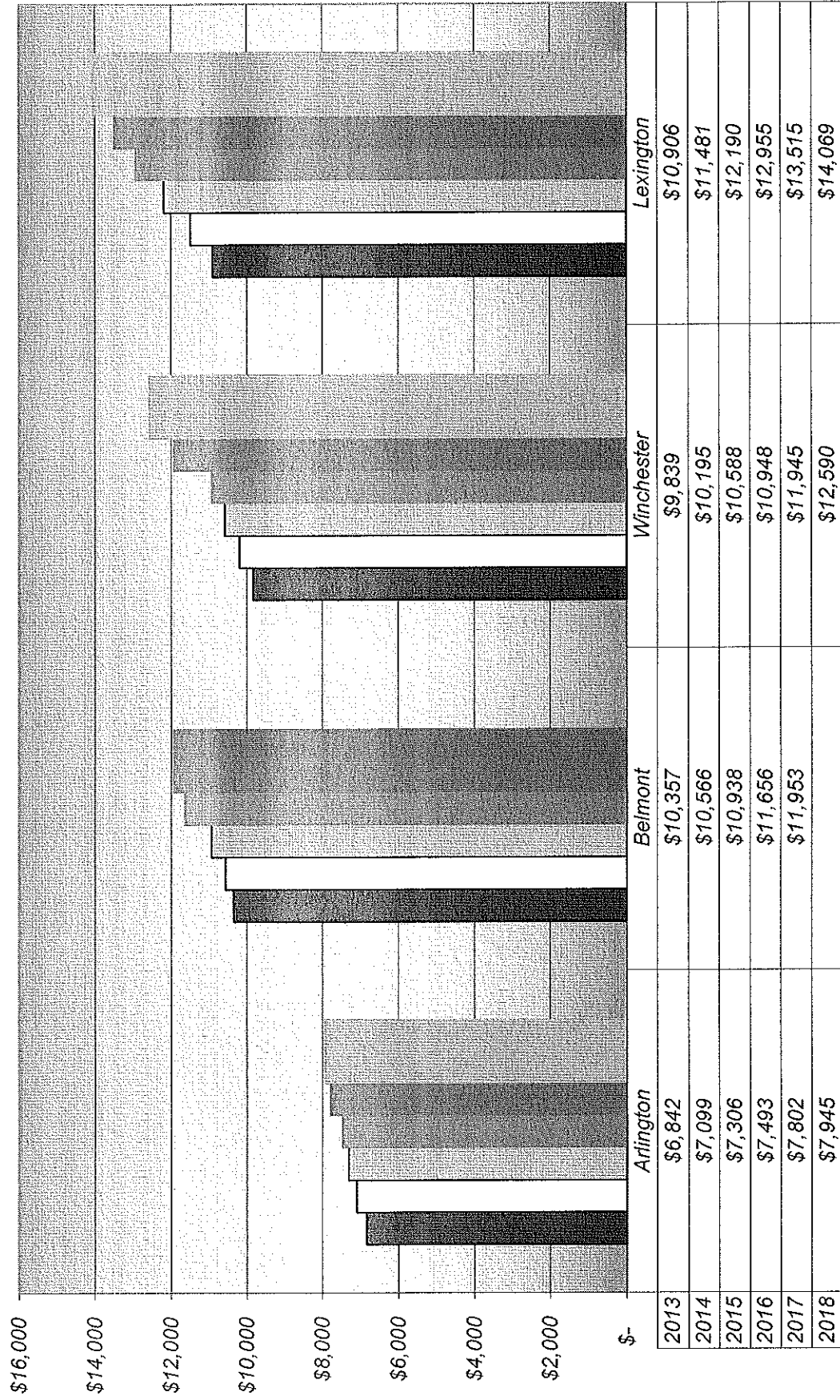
*Tax Rate = ((Amount To Be Raised)/(Total Taxable Assessed Value))*1000

	2014	2015	2016	2017	2018
MAX LEVY PRIOR FY	\$91,310,473	\$94,987,188	\$98,617,161	\$102,420,256	\$106,050,906
2.50%	\$2,282,762	\$2,374,680	\$2,465,429	\$2,560,506	\$2,651,273
GROWTH	\$1,393,953	\$1,255,293	\$1,337,666	\$1,070,144	\$1,263,812
OVERRIDE	\$0	\$0	\$0	\$0	\$0
MAXIMUM LEVY	\$94,987,188	\$98,617,161	\$102,420,256	\$106,050,906	\$109,965,991
LEVY INC %	4.03%	3.68%	3.71%	3.42%	3.56%
LEVY INC \$	\$3,676,715	\$3,629,973	\$3,803,095	\$3,630,650	\$3,915,085
W/S DEBT SERVICE	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112
SCHOOL DEBT EXCLU	\$1,049,114	\$1,111,442	\$993,166	\$878,800	\$1,521,818
SYMMES DEBT EXCLU	\$150,000	\$0	\$0	\$0	\$0
MAX TO BE RAISED	\$101,779,414	\$105,321,715	\$109,006,534	\$112,522,818	\$117,080,921
ACTUAL RAISED	\$101,737,510	\$105,285,021	\$108,977,901	\$112,439,838	\$117,061,870
EXCESS LEVY	\$41,904	\$36,693	\$28,632	\$82,980	\$19,050
TOTAL TAXABLE ASSESSED VALUE	\$7,377,629,421	\$7,770,112,271	\$8,513,898,549	\$8,952,216,406	\$9,666,545,866
TOTAL AV % INCREASE	2.45%	5.32%	9.57%	5.15%	7.98%
TAX RATE	\$13.79	\$13.55	\$12.80	\$12.56	\$12.11
PENNY ON TAX RATE	\$73,776	\$77,701	\$85,139	\$89,522	\$96,665

AVE ASSED VAL SINGLE FAMILY	\$514,808	\$539,152	\$585,360	\$621,249	\$655,985
AVE TAXES SINGLE FAMILY	\$7,099	\$7,306	\$7,493	\$7,802	\$7,945

* ALL NUMBERS SUBJECT TO ROUNDING AND FINAL DOR CERTIFICATION

Average Taxes FY2013-FY2018
Single Family Homes



(INSERT TOWN SEAL HERE)

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

PROPERTY CLASSIFICATION

LEGAL NOTICE

TOWN OF ARLINGTON

Notice is hereby given that pursuant to Chapter 369 of the Acts of 1982 that the Board of Selectmen of the Town of Arlington shall hold a Public Hearing at 7:30 p.m. on Monday, December 4, 2017, in the Selectmen's Chamber, 2nd floor Town Hall, 730 Massachusetts Avenue, Arlington, MA. The Board of Selectmen shall make a decision as to whether or not to classify residential, open space, commercial, industrial and taxable personal property of the Town. Oral and written comments will be accepted at that time.

All persons interested may be heard at the time and place so appointed.

Per Order of
The Board of Selectmen

Board Administrator
Arlington, MA 02476

11/16/17 and 11/22/17 issues-Arlington Advocate



Town of Arlington, Massachusetts

Request: Tango Restaurant Late Night Event, 12/31/17-1/1/18

Summary:

Tango Restaurant, 464-466 Massachusetts Avenue, Ricardo Mermet

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Tango_Request.pdf	Tango Request for Extended Hours



RESTAURANT
464 Massachusetts Ave
Arlington, MA, 02474
Phone: 781-443-9000

To whom it may concern,

We (Tango Restaurant), are requesting an extension of our hours on December 31th 2017. We are requesting to stay open until 1AM on January 1st 2018 in order for our customers to enjoy the New Year with us.

Thank you,

Alissa Sherman

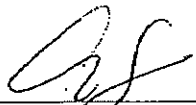
AGREEMENT FOR TEMPORARY INCREASE IN HOURS

Licensee: Tango Restaurant
Licensed Premises: 464-468 Massachusetts Avenue
License No.: 0030-00026
License Type: All Alcohol Restaurant
Expiration Date: 1/1/18

The license-holder referenced above has requested a one-day increase in its regular hours of operation to allow it to stay open until 1:00 am on January 1, 2018, which represents an extension of its regular closing time of 12/Midnight on 12/31/17.

In the event that the Board of Selectmen, as the local licensing authority, grants this request and in consideration thereof, the license-holder hereby (1) agrees to an immediate decrease in hours back to its regular closing time as of the first day the license-holder is open for business following the one-day increase described above; and (2) waives any right to notice or a public hearing under G.L. c. 138, § 12, ¶ 6, prior to returning to its regular hours.

This waiver shall apply only to the change in hours described herein and not to any decrease in hours that may arise in the future.



License Holder/Authorized Representative

11/13/17

date



Town of Arlington, Massachusetts

Request: Duet Restaurant Late Night Event, 12/31/17-1/1/18

Summary:

Duet, 190 Massachusetts Avenue, Wayne Duprey

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Duet_Exteded_Hrs._11.17.pdf	request letter & agreement

AGREEMENT FOR TEMPORARY INCREASE IN HOURS

Licensee: Duet
Licensed Premises: 190 Massachusetts Avenue
License No.: 0030-00036
License Type: All Alcohol Restaurant
Expiration Date: 1/1/18

The license-holder referenced above has requested a one-day increase in its regular hours of operation to allow it to stay open until 1:00 am on January 1, 2018, which represents an extension of its regular closing time of 12/Midnight on December 31, 2017.

In the event that the Board of Selectmen, as the local licensing authority, grants this request and in consideration thereof, the license-holder hereby (1) agrees to an immediate decrease in hours back to its regular closing time as of the first day the license-holder is open for business following the one-day increase described above; and (2) waives any right to notice or a public hearing under G.L. c. 138, § 12, ¶ 6, prior to returning to its regular hours.

This waiver shall apply only to the change in hours described herein and not to any decrease in hours that may arise in the future.

Wayne A. Dwyer
License Holder/Authorized Representative

11/21/17
Date

To: MaryAnn Sullivan,

RE: Temporary Increase of Hours, NYE

DATE: Tuesday, November 21, 2017

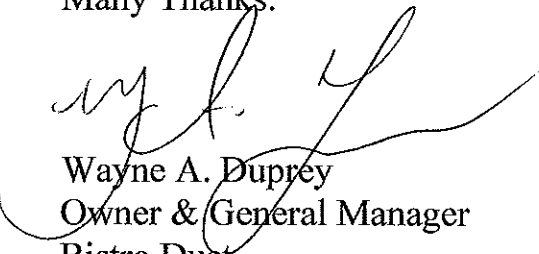
FROM: Wayne A. Duprey, Bistro Duet

Hello MaryAnn,

I am writing to request a temporary increase in hours for the evening of Sunday, December 31, 2017. Our normal operating hours run until 12:00am and we are looking to extend the hours of service until 1:00am on this one night only.

Bistro Duet plans to offer guests a fun evening of food and music. In order to appropriately celebrate the coming of the new year, we would like to extend by one hour.

Many Thanks.



Wayne A. Duprey
Owner & General Manager
Bistro Duet
190 Massachusetts Avenue
Arlington, MA 02474



Town of Arlington, Massachusetts

Discussion: Policy Regarding Transfer of Alcohol Licenses

Summary:

Douglas W. Heim, Town Counsel

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Alcohol_Licenses_and_Regulations_APPVD.docx	Alcohol Policy

TOWN OF ARLINGTON

Massachusetts
BOARD OF SELECTMEN

ALCOHOL LICENSES AND REGULATIONS



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I. TYPES OF LICENSES TO BE GRANTED IN ARLINGTON

- Alcohol Licenses for Restaurants (both all alcohol and wine and malt only restaurants)
- All Alcohol Package Store Licenses
- Special (One-Day) Liquor License Policy
- Licenses for the Sale of Wine and Malt Beverages to be Consumed on the Premises in Theaters
- Sale of Wine at Farmers' Markets
- Caterer's License
- Club Licenses
- Guidelines for Extension of Premises to Patio and Outdoor Areas

II. Policies, Rules, and Regulations of Alcohol Licenses for Restaurants

Approved: 9/21/09

Revised: 9/10/12

Revised: 2/5/15

I. Introduction

A. General Statement of Policy

The Town of Arlington is home to a wide array of high-quality eating establishments. As the local licensing authority for all sales of alcoholic beverages in the Town of Arlington, the Board of Selectmen ("Board") wishes to support the existing restaurant culture and to stimulate its further growth through the issuance of liquor licenses to restaurants as appropriate. The Board also intends that all service and consumption of alcohol in the Town of Arlington be done responsibly and in conformance with all legal requirements. In service of these goals, licenses will be issued under these Policies, Rules, and Regulations only to holders of Common Victualler Licenses and with the consistent expectation that licensees will conduct their establishments to the highest standards.

The Board intends that the issuance of liquor licenses will contribute to the Town's development in the following respects:

- (1) Bring to the Town quality restaurants and function rooms that provide fine dining opportunities in attractive surroundings;
- (2) Provide convenient and attractive parking options;
- (3) Improve the variety of shops in Arlington;
- (4) Promote increased foot traffic; and
- (5) Strengthen the Town's commercial tax base.

Consequently, the Board's consideration of license applications will include location, proximity of proposed premises to residential neighborhoods or business areas, traffic impact, parking availability, content of proposed menu and other aesthetic considerations, including design and layout of the proposed establishment's interior. All required notification of applications for new licenses, amended licenses, or license transfers must be provided to abutters and other affected parties in accordance with state law.

B. Conditions of Licensure: Compliance with Legal Requirements

Liquor licenses are subject to these Policies, Rules, and Regulations as well as relevant provisions of state law (Chapter 138 of the Massachusetts General Laws) and the rules, regulations, and other guidance of the Alcoholic Beverages Control Commission, as they may be from time to time amended. Further, the Board may attach such conditions and restrictions to each license it issues as it deems to be in the public interest. All licensees must be familiar with all requirements that apply to their licenses and must abide by those requirements in the operation of their establishments. In addition to legal provisions governing liquor licenses, licensees must also maintain compliance with all other requirements that apply to the operation of

licensed premises, including but not limited to the State Building Code, Fire Code, and Common Victualler License requirements as well as all applicable Town Bylaws and codes. Failure to comply with these or any other applicable provisions may lead to further conditions being placed upon the license or to license suspension or revocation.

II. Licensing

A. Types of Licenses, Seating Capacity

The Board is authorized to issue two types of licenses for the sale of alcohol to be consumed on the premises: (1) All-Alcohol; and (2) Wine and Malt Beverages. All-Alcohol Licenses may be issued for restaurants having a minimum seating capacity of 50. Wine and Malt Beverage Licenses may be issued for restaurants having a minimum seating capacity of 19. Holders of licenses to sell wine and malt beverages for consumption on the premises may not sell cordials or liqueurs unless and until the Town adopts local-option legislation to allow such sales. Seating capacity will be determined in accordance with the applicable provisions of the Massachusetts State Building Code. Unless specified otherwise, these Policies, Rules, and Regulations apply to both All-Alcohol and Wine and Malt Beverages licenses.

B. Application Process

1. Forms: Application for a license to sell alcoholic beverages for consumption on the premises requires submission of the following forms, in addition to any other information required by Chapter 138 of the General Laws or the rules, regulations, or policies of the Alcoholic Beverages Control Commission:

- (a) Alcoholic Beverages Control Commission application form;
- (b) Town of Arlington application form;
- (c) Criminal Offender Record Information ("CORI") release form; and
- (d) Department of Revenue release form.

The Board reserves the right to decline to process incomplete applications and to supplement or substitute required application materials at any time. Complete application information must be provided for each individual appearing on the application.

2. Fees:

- (a) filing fee: A non-refundable filing fee of \$100 must be submitted with each application;
- (b) license fees: If a license is granted, the following annual license fee shall be due at the time the license is issued and upon each renewal:
 - (i) All Alcohol License: \$3,000. By vote of the Board, this annual fee may be prorated for licenses granted after January 1, but in no event shall it be less than \$1,500.
 - (ii) Wine and Malt Beverage License: \$1,750. By vote of the Board, this annual fee may be prorated for licenses granted after January 1, but in no event shall it be less than \$600.

- (iii) Reductions: The Board may choose to reduce the annual license fee by \$400 for All-Alcohol Licenses and by \$200 for Wine and Malt Beverages Licenses for applicants who demonstrate successful completion of a certified server-training program.
- (c) the Board reserves the right to adjust any of the fees listed above from year to year.
- (d) form of payment: All payments must be made by certified or personal check.
- 3. Building and Site Plan: Every application must include the following information for the proposed licensed premises on a clear and accurate scale drawing;
 - (a) The net floor area and dimensions of the existing room or rooms requested to be licensed, including dining rooms, function rooms, and storage rooms;
 - (b) The location of any proposed service bars;
 - (c) Moveable or secured seats and tables;
 - (d) Entrance and exit doors, windows, and stairs; and
 - (e) All rooms that are not requested to be licensed, but are on the same floor as the room or rooms that are requested to be licensed, identified as to function (e.g., kitchen, coatroom, lobby).
- 4. Corporate Ownership and Interest:
 - (a) application materials: Every application made by a corporate entity shall state the full name and home address of the entity's president, treasurer, clerk, secretary, directors, investors, developers, managers, or any other person with a financial interest in the entity. The application shall be signed by a corporate officer duly authorized by a vote of the entity's board of directors or equivalent governing board. Copies of the following documents shall be filed with the application: the entity's certificate of incorporation, the vote authorizing the application, and the vote appointing the manager or other principal representative with respect to the license being requested.
 - (b) manager or principal representative: No corporate entity may receive a license to sell alcoholic beverages for consumption on the premises unless such entity shall have first appointed, by a vote of its board of directors or equivalent governing board, a manager or principal representative who is (1) a citizen of the United States; (2) vested with properly voted authority (evidenced by written delegation) over the premises to be licensed and the conduct of all business to be conducted thereon to the same extent that the licensee itself would be if a natural person resident in the Commonwealth; and (3) satisfactory to the Board.
 - (c) change in interest: Except as otherwise provided by law, no change in the stock ownership of a corporate entity shall be made after the license has been granted or renewed without the express written approval of the Board.
- 5. Advertising & Notification: The applicant is responsible for complying with state-law requirements for advertising and written notification, including but not limited to

requirements set forth in Sections 15A and 16C of Chapter 138 of the General Laws. The Board reserves the right to order additional notification.

6. Statements in Application Materials: Any false statement made in connection with an application shall be cause for denial of the license or for suspension, cancellation, or revocation of a license already granted.

C. License Duration, Renewals

Once issued, licenses are valid until December 31. The licensee is responsible for filing a renewal application at least 45 days before December 31. At the time of renewal, all previously submitted materials must be updated as appropriate and the required fee must be paid. The Board or its designee shall inspect the licensed premises prior to renewal and the complete inspection report must be filed with every renewal application. A renewal application that fails to meet any of these requirements will be treated as an original license application

III. Operation of Licensed Premises

A. Hours

Unless otherwise fixed for a particular license, licensees may sell alcoholic beverages for consumption on the premises between the hours of 11:00 a.m. and 12:00 midnight Monday through Saturday and between the hours of 12:00 noon and 12:00 midnight Sunday, provided that food service is available during all hours in which alcoholic beverages are offered for sale. All alcoholic beverages and containers must be removed from tables and service bars one-half hour after closing time. Patrons must be off the licensed premises one hour after closing time. The licensee, the licensee's manager or principal representative, and employees or subcontractors of the licensee may be on the licensed premises after closing only in accordance with Chapter 138 of the General Laws.

B. Supervision, Order, and Decorum

The licensee or licensee's manager or principal representative shall be present at the licensed premises at all times during which alcoholic beverages are offered for sale. The licensee may designate and authorize some other person to act as the responsible manager and be present at the licensed premises while alcoholic beverages are offered for sale, provided that this person shall first have been identified to, and approved by, the Board. The designated manager or representative described in this section shall be available to the Board or its designee at all times during which alcoholic beverages may be sold on the licensed premises. The full name, current residential address, and current business and home telephone numbers of all designated managers or representatives described in this section shall be on file with the Board. Failure to provide this information and keep it current shall alone be sufficient cause for suspension or revocation of the license.

The manager or representative on site shall at all times maintain order and decorum on the premises and in the area immediately surrounding the premises. These areas must be kept clean, neat, and sanitary at all times. The manager or representative on site shall cooperate in all ways with Town officials, including but not limited to representatives of the Board, the Police Department, the Fire Department, Inspectional Services, and the Board of Health.

C. Inspections

At any time, licensed premises are subject to inspection by the Board or its designee, including but not limited to the Police Department, the Fire Department, Inspectional Services, and the Board of Health.

D. Physical Plant

The location of service bars shall not be changed without the submission of an amended floor plan to the Board and the Board's written approval. No premises will be licensed unless adequate and appropriate toilet facilities are available to patrons. No amusement devices such as electronic games shall be permitted on any licensed premises. All licensed establishments shall have suitable appliances to maintain water temperature consistently at 180° so that eating, drinking, cooking, and serving utensils are thoroughly cleaned and sanitized. Licensed premises shall not allow in windows or on outside walls the posting of advertisements or signs carrying the brand name of any alcoholic beverages. Signage on the inside of licensed premises is subject to Board approval.

E. Service and Consumption of Alcoholic Beverages and Food

1. Service of Alcoholic Beverages: Alcoholic beverages may be served only by wait staff of the licensed establishment. No pitchers of beer may be served. No alcoholic beverages may be served over a counter except a counter with fixed seating at which food service is also available. No alcoholic beverages may be served in the same area or over the same counter at which take-out food is made available for delivery or pick-up.

2. Service of Food: Food service must be available in all areas in which alcoholic beverages are served. No more than two alcoholic beverages per person may be served without food. After two alcoholic beverages have been served and consumed, a third such beverage may be served only with the delivery of food. Food must be served on solid, reusable dinnerware with silverware. Paper plates, disposable glasses, or plastic cutlery are not permitted.

3. Consumption of Alcoholic Beverages on the Premises: Only alcoholic beverages sold on the licensed premises shall be consumed on the premises: no patron shall be permitted to bring alcoholic beverages purchased off-site onto any licensed premises for consumption. All alcoholic beverages purchased on the premises shall be consumed on the premises, except unfinished bottles of wine re-sealed in accordance with Chapter 138, Section 12, of the General Laws and regulations of the Alcohol Beverages Control Commission. Even if the licensee's Common Victualler permit allows for outdoor seating, alcoholic beverages may be served in an outdoor space only if: (1) the description of the licensed premises expressly includes such outdoor space; (2) the outdoor space is accessible only through the indoor portion of the licensed premises; (3) the outdoor space is surrounded by a suitable barrier or other physical element that maintains separation between the licensed premises and the general public; and (4) the outdoor space is privately owned.

IV. Status of License

A. Exercise of License: Once a license is granted under these Policies, Rules, and Regulations, the licensee shall commence construction or alteration of the licensed premises within forty-five days and shall be in full operation within four months, unless a longer period is authorized by the Board. Thereafter, the licensee shall operate the licensed premises continuously in accordance with the terms of the license. Closing of the licensed premises for seven consecutive days or for any ten days during the calendar year (other than outside the establishment's normal business hours) without prior written approval of the Board shall be considered abandonment of the license and sufficient grounds for revocation.

B. Violations

1. Generally: Any violation of Chapter 138 of the General Laws pertaining to licenses for the sale of alcoholic beverages to be consumed on the premises; any violation of the rules, regulations, or policies of the Alcoholic Beverages Control Commission relative to the sale of alcoholic beverages to be consumed on the premises; any violation of these Policies, Rules, and Regulations; or any violation of the conditions attached to any license granted under these Policies, Rules, and Regulations may result in additional conditions being placed on the license or in the cancellation, suspension, or revocation of the license following a hearing before the Board. Any action taken under this section shall be commenced by written notification to the licensee at the address on file with the Board. A hearing held under this section shall commence within two weeks or as soon as reasonably practicable thereafter following written notification. The Board or its agents may seize a license immediately if, in the Board's discretion, public health or safety warrants such a seizure and the penalty must begin on the same day of the week as the violation occurred. If a license is seized immediately, a hearing will be commenced within two weeks of the seizure, unless the licensee assents in writing to a longer time.

2. Service to Underage Individuals: If, after notice and a hearing, the Board or its designee concludes that an under-aged person was served alcohol at a licensed establishment, the Board shall suspend the license as provided below, or for such other time as the Board in its discretion shall choose.

First offense:	3-5 days suspension
Second offense:	6-10 days suspension
Third offense:	10-15 days suspension or revocation

This section shall not impair the Board's discretion to impose some other type of penalty in place of license suspension if the Board concludes that another penalty is appropriate. Such other penalties may include (but are not limited to) rolling back hours of operation, fixing other conditions on the license, or suspending or fixing conditions on the licensee's other licenses, such as Common Victualler or entertainment.

In fixing the penalty for sales to underaged individuals, the Board may consider the following factors:

- (a) licensee's policies and procedures and application of those policies and procedures to guard against service to underaged individuals;
- (b) severity and type of offense;
- (c) efforts made to identify purchasers of alcohol;
- (d) appearance of the underaged purchaser of alcohol;
- (e) quality of the evidence of a violation;
- (f) circumstances of the case; and
- (g) number and nature of licensee's previous violations.

C. Transfers

Licenses granted under these Policies, Rules, and Regulations may not be transferred or assigned except with the approval of the Board and in accordance with Chapter 138 of the General Laws and rules, regulations, and policies of the Alcoholic Beverages Control Commission.

III. Policies, Rules, and Regulations for All Alcohol Package Store Licenses

Approved: 2/5/15

I. Introduction

A. General Statement of Policy

The Town of Arlington is home to a wide array of retail establishments. As the local licensing authority for all sales of alcoholic beverages in the Town of Arlington, the Board of Selectmen ("Board") wishes to support the existing business climate and to stimulate its further growth through the issuance of Package Store Licenses as appropriate. The Board also intends that all service and consumption of alcohol in the Town of Arlington be done responsibly and in conformance with all legal requirements. In service of these goals, licenses will be issued under these Policies, Rules, and Regulations only to holders of package store licenses with the consistent expectation that licensees will conduct their establishments to the highest standards.

The Board intends that the issuance of package store licenses will contribute to the Town's development in the following respects:

- (1) Bring to the Town quality shops that provide retail alcohol products in attractive surroundings;
- (2) Provide convenient and attractive parking options;
- (3) Improve the variety of shops in Arlington;
- (4) Promote increased foot traffic; and
- (5) Strengthen the Town's commercial tax base.

Consequently, the Board's consideration of license applications will include number of existing dispensaries in the community, views of the inhabitants, traffic, noise, size of business operation intended, type of business operation intended, and reputation of applicant. All required notification of applications for new licenses, amended licenses, or license transfers must be provided to abutters and other affected parties in accordance with state law.

B. Conditions of Licensure: Compliance with Legal Requirements

Package store licenses are subject to these Policies, Rules, and Regulations as well as relevant provisions of state law (Chapter 138 of the Massachusetts General Laws) and the rules, regulations, and other guidance of the Alcoholic Beverages Control Commission, as they may be from time to time amended. Further, the Board may attach such conditions and restrictions to each license it issues as it deems to be in the public interest. All licensees must be familiar with all requirements that apply to their licenses and must abide by those requirements in the operation of their establishments. In addition to legal provisions governing liquor licenses, licensees must also maintain compliance with all other requirements that apply to the operation of licensed premises, including but not limited to the State Building Code, Fire Code, and *Sanitary Code* requirements as well as all applicable Town Bylaws and codes. Failure to comply with these or

any other applicable provisions may lead to further conditions being placed upon the license or to license suspension or revocation. *All taxes and charges owed the Town must be paid on a current basis. Failure to comply with any of these laws and regulations shall be sufficient cause for revocation, suspension, or modification of license.*

II. Licensing

A. Application Process

1. Forms: Application for a license for the sale at retail of alcoholic beverages not to be drunk on the premise where sold requires submission of the following forms, in addition to any other information required by Chapter 138 of the General Laws or the rules, regulations, or policies of the Alcoholic Beverages Control Commission:

- (a) Alcoholic Beverages Control Commission application form;
- (b) Town of Arlington application form;
- (c) Criminal Offender Record Information ("CORI") release form; and
- (d) Department of Revenue release form.

The Board reserves the right to decline to process incomplete applications and to supplement or substitute required application materials at any time. Complete application information must be provided for each individual appearing on the application. *Once denied, applications may not be submitted for (12) months.*

2. Fees:

- (a) filing fee: A non-refundable filing fee of \$250 must be submitted with each application;
- (b) license fees: If a license is granted, the following annual license fee of \$2,500 shall be due at the time the license is issued and upon each renewal.
- (c) The Board reserves the right to adjust any of the fees listed above from year to year.
- (d) form of payment: All payments must be made by certified or personal check.

3. Building and Site Plan: Every application must include the following information for the proposed licensed premises on a clear and accurate scale drawing;

- (a) The net floor area and dimensions of the existing room or rooms requested to be licensed, including storage rooms; and
- (b) Entrance and exit doors, windows, and stairs.

4. Corporate Ownership and Interest:

- (a) application materials: Every application made by a corporate entity shall state the full name and home address of the entity's president, treasurer, clerk, secretary, directors, investors, developers, managers, or any other person with a financial interest in the entity. The application shall be signed by a corporate officer duly

authorized by a vote of the entity's board of directors or equivalent governing board. Copies of the following documents shall be filed with the application: the entity's certificate of incorporation, the vote authorizing the application, and the vote appointing the manager or other principal representative with respect to the license being requested. *Any change in corporate name or status or any change in trade name (DBA) shall require the prior approval of the Board.*

- (b) manager or principal representative: No corporate entity may receive a license to sell alcoholic beverages for consumption on the premises unless such entity shall have first appointed, by a vote of its board of directors or equivalent governing board, a manager or principal representative who is (1) a citizen of the United States; (2) vested with properly voted authority (evidenced by written delegation) over the premises to be licensed and the conduct of all business to be conducted thereon to the same extent that the licensee itself would be if a natural person resident in the Commonwealth; and (3) satisfactory to the Board. *The licensee shall not change managers, change corporate officers without first obtaining the approval of the Board. No person may have a direct or indirect beneficial interest in a license without first obtaining the approval of the Board.*
- (c) change in interest: Except as otherwise provided by law, no change in the stock ownership of a corporate entity shall be made after the license has been granted or renewed without the express written approval of the Board.

5. Advertising & Notification: The applicant is responsible for complying with state-law requirements for advertising and written notification, including but not limited to requirements set forth in Sections 15A and 16C of Chapter 138 of the General Laws. The Board reserves the right to order additional notification.

6. Statements in Application Materials: Any false statement made in connection with an application shall be cause for denial of the license or for suspension, cancellation, or revocation of a license already granted.

B. License Duration, Renewals

Once issued, licenses are valid until December 31. The licensee is responsible for filing a renewal application at least 45 days before December 31. At the time of renewal, all previously submitted materials must be updated as appropriate and the required fee must be paid. The Board or its designee shall inspect the licensed premises prior to renewal and the complete inspection report must be filed with every renewal application. A renewal application that fails to meet any of these requirements will be treated as an original license application.

Any licensee intending to close a place of business, whether on a temporary or permanent basis, must notify the Board in writing before such closing stating the reason and length of such closing. Failure to provide such notice may result in the revocation of the license.

The licensee shall immediately notify, in writing, the Board of any proceedings brought by or against the licensee under the bankruptcy laws or of any other court proceedings which may affect the status of the license.

III. Operation of Licensed Premises

A. Hours

Unless otherwise fixed for a particular license, licensees may sell alcoholic beverages not for consumption on the premises between the hours of 8:00 a.m. and 12:00/midnight Monday through Saturday and between the hours of 10:00 a.m. and 12:00/midnight Sunday. The licensee, the licensee's manager or principal representative, and employees or subcontractors of the licensee may be on the licensed premises after closing only in accordance with Chapter 138 of the General Laws.

No sale or delivery of alcoholic beverages shall be made except during the legal hours of sale. Alcoholic beverages shall be transported or delivered for sale only upon orders actually received at the licensed business prior to the shipment thereof and must comply with the following. Package store licensees are required to keep a written record of the name and address of every person to whom a delivery is made outside of the premises. Additionally, the record must include the information as to the amount of alcoholic beverages that were delivered, the date and time of delivery, and the signature of the person receiving the delivery. If such signature is illegible, the licensee is required to have the patron print his or her name under said signature. Such records must be maintained for a period of not less than one year from the last entry therein and must be available to the Licensing Board and its agents for inspection at any time in a form suitable for easy inspection.

B. Supervision, Order, and Decorum

The licensee or licensee's manager or principal representative shall be present at the licensed premises at all times during which the sale of alcoholic beverages not for consumption on premise are sold. The licensee may designate and authorize some other person to act as the responsible manager and be present at the licensed premises while alcoholic beverages are offered for sale, provided that this person shall first have been identified to, and approved by, the Board. The designated manager or representative described in this section shall be available to the Board or its designee at all times during which alcoholic beverages may be sold on the licensed premises. The full name, current residential address, and current business and home telephone numbers of all designated managers or representatives described in this section shall be on file with the Board. Failure to provide this information and keep it current shall alone be sufficient cause for suspension or revocation of the license.

The manager or representative on site shall at all times maintain order and decorum on the premises and in the area immediately surrounding the premises. These areas must be kept clean, neat, and sanitary at all times. The manager or representative on site shall cooperate in all ways with Town officials, including but not limited to representatives of the Board, the Police Department, the Fire Department, Inspectional Services, and the Board of Health.

C. Inspections

At any time, licensed premises are subject to inspection by the Board or its designee, including but not limited to the Police Department, the Fire Department, Inspectional Services, and the Board of Health.

D. Physical Plant

The store layout shall not be changed without the submission of an amended floor plan to the Board and the Board's written approval. No amusement devices such as electronic games shall be permitted on any licensed premises. Licensed premises shall not allow in more than one-third of windows or on outside walls the posting of advertisements or signs carrying the brand name of any alcoholic beverages. Signage on the inside of licensed premises is subject to Board approval.

E. Service and Employee Training

An up-to-date list of all employees shall be available on the premises at all times for review by authorized agents of the Board. Any employee making a sale of alcoholic beverages must be at least twenty-one (21) years of age and provide a C.O.R.I. report. The Board in its sole discretion shall make judgments as to whether any violation warrants disapproval.

An employee education and training program on the proper procedures for verifying that patrons are at least 21 years of age and not intoxicated shall be provided by the licensee. A written description of such program, along with a written policy outlining the employees' responsibilities and the disciplinary measures which will be taken against any employee for violating said policy, shall be filed with the Board and be maintained on the premises at all times. A signed certification of each employee, indicating that the employee has received the described training and has reviewed and understands the written policy describing his or her responsibilities and the disciplinary action which will be taken for violations, shall be maintained on the premises at all times. Copies of all such documents and certifications shall be available to the licensing authority, or any authorized agent thereof, upon demand.

No alcoholic beverages shall be sold to anyone under twenty-one (21) years of age or any intoxicated person. Signage indicating, "If you look under 30 years of age, you will be carded" shall be conspicuously displayed. Only an original driver's license with photograph or a Massachusetts Liquor Purchase identification Card shall be accepted as proof of age.

F. Sampling

No licensee, manager, server, agent, or employee shall knowingly permit such consumption of alcoholic beverages within or upon the retail package store licensed premises, or upon any area under the direction and control of the licensee, except for "sample tasting" as herein described.

Retail Package Store licensees may provide customers, free of charge, "sample tastings" of wines (each customer has a daily limit of one 1 ounce serving and the store is restricted to serving no more than 6 liters per 30 day period), provided, however, that the store may serve only those alcoholic beverages for which it is licensed to sell. Sample tastings of any alcoholic beverages other than as herein described, or in an amount which exceeds the limits herein described, within or upon the retail package store licensed premises shall be strictly prohibited. Only wine tastings shall be permitted. No beer tastings are allowed.

IV. Status of License

A. Exercise of License

Once a license is granted under these Policies, Rules, and Regulations, the licensee shall commence construction or alteration of the licensed premises within forty-five days and shall be in full operation within four months, unless a longer period is authorized by the Board. Thereafter, the licensee shall operate the licensed premises continuously in accordance with the terms of the license. Closing of the licensed premises for seven consecutive days or for any ten days during the calendar year (other than outside the establishment's normal business hours) without prior written approval of the Board shall be considered abandonment of the license and sufficient grounds for revocation.

All licenses and permits issued by the Town shall be displayed on the premises in a conspicuous place where the public has access and may read.

B. Violations

1. Generally: Any violation of Chapter 138 of the General Laws pertaining to licenses for the sale of alcoholic beverages to be consumed on the premises; any violation of the rules, regulations, or policies of the Alcoholic Beverages Control Commission relative to the sale of alcoholic beverages not to be consumed on the premises; any violation of these Policies, Rules, and Regulations; or any violation of the conditions attached to any license granted under these Policies, Rules, and Regulations may result in additional conditions being placed on the license or in the cancellation, suspension, or revocation of the license following a hearing before the Board. Any action taken under this section shall be commenced by written notification to the licensee at the address on file with the Board. A hearing held under this section shall commence within two weeks or as soon as reasonably practicable thereafter following written notification. The Board or its agents may seize a license immediately if, in the Board's discretion, public health or safety warrants such a seizure. If a license is seized immediately, a hearing will be commenced within two weeks of the seizure, unless the licensee assents in writing to a longer time.

2. Service to Underage Individuals: If, after notice and a hearing, the Board or its designee concludes that an under-aged person was sold alcohol at a licensed establishment, the Board shall suspend the license as provided below, or for such other time as the Board in its discretion shall choose.

First offense:	3-5 days suspension
Second offense:	6-10 days suspension
Third offense:	10-15 days suspension or revocation

This section shall not impair the Board's discretion to impose some other type of penalty in place of license suspension if the Board concludes that another penalty is appropriate. Such other penalties may include (but are not limited to) rolling back hours of operation, fixing other conditions on the license.

In fixing the penalty for sales to underage individuals, the Board may consider the following factors:

- (a) licensee's policies and procedures and application of those policies and procedures to guard against service to underage individuals;
- (b) severity and type of offense;
- (c) efforts made to identify purchasers of alcohol;
- (d) appearance of the underage purchaser of alcohol;
- (e) quality of the evidence of a violation;
- (f) circumstances of the case; and
- (g) number and nature of licensee's previous violations.

B. Transfers

Licenses granted under these Policies, Rules, and Regulations may not be transferred or assigned except with the approval of the Board and in accordance with Chapter 138 of the General Laws and rules, regulations, and policies of the Alcoholic Beverages Control Commission. *Assignment of stock in incorporated licensed places for the purpose of safeguarding the assignee*

on loans, etc., gives no right to such assignee to conduct the business of the licensee; therefore, licensees must notify the Board immediately when the assignee forecloses under such assignment of stock.

IV. Special (One-Day) Liquor License Policy

APPROVED: 6/7/10

REVISED: 4/12/12

REVISED: 2/5/15

1. A one-day "special" license for the sale of **wine & malt only beverages** may be granted to the responsible manager of any indoor or outdoor (see #2) activity or enterprise.
A one-day "special" license for the sale of **all alcoholic beverages** may be granted to the responsible manager of any non-profit organization conducting any indoor or outdoor (see #2) activity or enterprise.
2. Sale and consumption are limited to inside of the premises. Unless otherwise voted by the Board of Selectmen ("Board"), outside consumption is prohibited. If allowed by Board vote, outdoor sale and consumption may occur only in a defined outside area away from public ways.
3. Consistent with Section 14 of Massachusetts General Laws Chapter 138, a responsible manager and alternate should be named by the organization, one of whom shall be on the premises at all times during the day(s) in question. The responsible manager must be at least 21 years of age. The name(s) and 24-hour contact information shall be on file with the Office of the Board of Selectmen and Police Services Division.
4. The Local Licensing Authority (Board of Selectmen) may impose reasonable conditions and limitations on any special license that is granted, including but not limited to the hours of operation and the presence of a police detail(s).
5. **Security.** The applicant must present a security plan to the Arlington Police Department before filing this application. This security plan must include provisions for:
 - crowd control,
 - dealing with unruly patrons,
 - emergency evacuations,
 - traffic/parking considerations, and
 - controlling access to alcohol by underaged persons.

Unless circumstances warrant otherwise, the security plan will require one police officer for an event that 150 people are expected to attend and two officers for an event that 300 or more people are expected to attend. *The Chief of Police, Operations Commander, or their designee (see attached Town Hall Events-Bar Requirements Sheet) must sign off on this application as to the security plan for the event **before** the application is filed with the Board of Selectmen.* Moreover, applicants must demonstrate that people who will be serving alcoholic beverages are at least 21 years of age and that at least one person who will be staffing each point of service of alcoholic beverages has certification in TIPS or comparable safety training.

6. Unless otherwise voted by the Board of Selectmen, each special license shall cover a single activity or enterprise.
 - a. A special license generally is granted for a single day only. The special license may be granted for more than one day at a time **only** if the activity or enterprise spans more than one day.

- b. The fee for a special license shall be charged on a per-day basis.
- 7. The Board reserves the right to decline to consider any application filed later than 21 days before the proposed event. The Board may require the filing of references by the applicant at its discretion.
- 8. Organizers of any event requiring a one-day "special" liquor license must comply with state statutory and regulatory requirements, which can be found on the website of the Alcoholic Beverages Control Commission: WWW.MASS.GOV/ABCC. See Chapter 138, Section 14, of the Massachusetts General Laws and 204 C.M.R. 7.00. If necessary, organizers should consult private counsel to ensure compliance with these legal requirements.

V. Rules and Regulations for Licenses for the Sale of Wine and Malt Beverages to be Consumed on the Premises in the Theaters

Approved: 5/21/12

I. GENERAL CONDITIONS

A. Conditions of Licensure: Compliance with Legal Requirements

Licenses for the sale of wine and malt beverages are subject to these Rules and Regulations as well as relevant provisions of state law (Chapter 138 of the Massachusetts General Laws) and the rules, regulations, and other guidance of the Alcoholic Beverages Control Commission, as they may be from time to time amended. Further, the Board may attach such conditions and restrictions to each license it issues as it deems to be in the public interest. All licensees must be familiar with all requirements that apply to their licenses and must abide by those requirements in the operation of their establishments. In addition to legal provisions governing liquor licenses, licensees must also maintain compliance with all other requirements that apply to the operation of licensed premises, including but not limited to the State Building Code, Fire Code, and Common Victualler and/or Food Vendor License requirements as well as all applicable Town Bylaws and codes. Failure to comply with these or any other applicable provisions may lead to further conditions being placed upon the license or to license suspension or revocation.

B. Application Process

1. Forms: Application for a license to sell alcoholic beverages for consumption on the premises requires submission of the following forms, in addition to any other information required by Chapter 138 of the General Laws or the rules, regulations, or policies of the Alcoholic Beverages Control Commission:

- (a) Alcoholic Beverages Control Commission application form;
- (b) Town of Arlington application form;
- (c) Criminal Offender Record Information ("CORI") release form; and
- (d) Department of Revenue release form.

The Board reserves the right to decline to process incomplete applications and to supplement or substitute required application materials at any time. Complete application information must be provided for each individual appearing on the application.

2. Fees:

- (a) filing fee: A non-refundable filing fee of \$100 must be submitted with each application;

- (b) license fees: The amount of annual license fees shall be tiered based on the number of days per year that the applicant expects to be open, as follows:

up to 50 days	\$ 750.00
50-99 days	\$1,250.00
100 days or more	\$1,750.00

For purposes of calculating the applicable annual license fee, any portion of a day or evening during which the applicant's establishment is open to the public for a movie showing, live performance, or other entertainment will be counted as one day.

By vote of the Board, this annual fee may be prorated for licenses granted after January 1.

The annual license fee will be prorated by 50% for licenses granted in 2012.

The Board will reduce the annual license fee by \$200 for applicants who demonstrate successful completion of a certified server-training program.

- (c) The Board reserves the right to adjust any of the fees listed above from year to year.
- (d) form of payment: All payments must be made by certified or personal check.

3. Building and Site Plan: Every application must include the following information for the proposed licensed premises on a clear and accurate scale drawing;

- (a) The net floor area and dimensions of the existing room or rooms requested to be licensed, including dining rooms, function rooms, and storage rooms;
- (b) The location of any proposed service bars;
- (c) Moveable or secured seats and tables;
- (d) Entrance and exit doors, windows, and stairs; and
- (e) All rooms that are not requested to be licensed, but are on the same floor as the room or rooms that are requested to be licensed, identified as to function (e.g., kitchen, coatroom, lobby).

4. Corporate Ownership and Interest:

- (a) application materials: Every application made by a corporate entity shall state the full name and home address of the entity's president, treasurer, clerk, secretary, directors, investors, developers, managers, or any other person with a financial interest in the entity. The application shall be signed by a corporate officer duly authorized by a vote of the entity's board of directors or equivalent governing board. Copies of the following documents shall be filed with the application: the entity's certificate of incorporation, the vote authorizing the application, and the vote

appointing the manager or other principal representative with respect to the license being requested.

- (b) manager or principal representative: No corporate entity may receive a license to sell alcoholic beverages for consumption on the premises unless such entity shall have first appointed, by a vote of its board of directors or equivalent governing board, a manager or principal representative who is (1) a citizen of the United States; (2) vested with properly voted authority (evidenced by written delegation) over the premises to be licensed and the conduct of all business to be conducted thereon to the same extent that the licensee itself would be if a natural person resident in the Commonwealth; and (3) satisfactory to the Board.
- (c) change in interest: Except as otherwise provided by law, no change in the stock ownership of a corporate entity shall be made after the license has been granted or renewed without the express written approval of the Board.

5. Advertising & Notification: The applicant is responsible for complying with state-law requirements for advertising and written notification, including but not limited to requirements set forth in Sections 15A and 16C of Chapter 138 of the General Laws. The Board reserves the right to order additional notification.

6. Statements in Application Materials: Any false statement made in connection with an application shall be cause for denial of the license or for suspension, cancellation, or revocation of a license already granted.

C. License Duration, Renewals

Once issued, licenses are valid until December 31. The licensee is responsible for filing a renewal application at least 45 days before December 31. At the time of renewal, all previously submitted materials must be updated as appropriate and the required fee must be paid. The Board or its designee shall inspect the licensed premises prior to renewal and the complete inspection report must be filed with every renewal application. A renewal application that fails to meet any of these requirements will be treated as an original license application.

D. Supervision, Order, and Decorum

The licensee or licensee's manager or principal representative shall be present at the licensed premises at all times during which alcoholic beverages are offered for sale. The licensee may designate and authorize some other person to act as the responsible manager and be present at the licensed premises while alcoholic beverages are offered for sale, provided that this person shall first have been identified to, and approved by, the Board. The designated manager or representative described in this section shall be available to the Board or its designee at all times during which alcoholic beverages may be sold on the licensed premises. The full name, current residential address, and current business and home telephone numbers of all designated managers or representatives described in this section shall be on file with the Board. Failure to provide this information and keep it current shall alone be sufficient cause for suspension or revocation of the license.

The manager or representative on site shall at all times maintain order and decorum on the premises and in the area immediately surrounding the premises. These areas must be kept clean, neat, and sanitary at

all times. The manager or representative on site shall cooperate in all ways with Town officials, including but not limited to representatives of the Board, the Police Department, the Fire Department, Inspectional Services, and the Board of Health.

E. Inspections

At any time, licensed premises are subject to inspection by the Board or its designee, including but not limited to the Police Department, the Fire Department, Inspectional Services, and the Board of Health.

F. Physical Plant

The location of service bars shall not be changed without the submission of an amended floor plan to the Board and the Board's written approval. No premises will be licensed unless adequate and appropriate toilet facilities are available to patrons. All licensed establishments shall have suitable appliances to maintain water temperature consistently at 180° so that eating, drinking, cooking, and serving utensils are thoroughly cleaned and sanitized. Licensed premises shall not allow in windows or on outside walls the posting of advertisements or signs carrying the brand name of any alcoholic beverages. Signage on the inside of licensed premises is subject to Board approval.

G. Violations

1. Generally: Any violation of Chapter 138 of the General Laws pertaining to licenses for the sale of alcoholic beverages to be consumed on the premises; any violation of the rules, regulations, or policies of the Alcoholic Beverages Control Commission relative to the sale of alcoholic beverages to be consumed on the premises; any violation of these Rules, and Regulations; or any violation of the conditions attached to any license granted under these Rules and Regulations may result in additional conditions being placed on the license or in the cancellation, suspension, or revocation of the license following a hearing before the Board. Any action taken under this section shall be commenced by written notification to the licensee at the address on file with the Board. A hearing held under this section shall commence within two weeks or as soon as reasonably practicable thereafter following written notification. The Board or its agents may seize a license immediately if, in the Board's discretion, public health or safety warrants such a seizure. If a license is seized immediately, a hearing will be commenced within two weeks of the seizure, unless the licensee assents in writing to a longer time.

2. Service to Underage Individuals: If, after notice and a hearing, the Board or its designee concludes that an under-aged person was served alcohol at a licensed establishment, the Board shall suspend the license as provided below, or for such other time as the Board in its discretion shall choose.

First offense:	3-5 days suspension
Second offense:	6-10 days suspension
Third offense:	10-15 days suspension or revocation

This section shall not impair the Board's discretion to impose some other type of penalty in place of license suspension if the Board concludes that another penalty is appropriate. Such other penalties may include (but are not limited to) rolling back hours of operation, fixing other conditions on the license, or suspending or fixing conditions on the licensee's other licenses, such as Common Victualler or entertainment.

In fixing the penalty for sales to underaged individuals, the Board may consider the following factors:

- (a) licensee's policies and procedures and application of those policies and procedures to guard against service to underaged individuals;
- (b) severity and type of offense;
- (c) efforts made to identify purchasers of alcohol;
- (d) appearance of the underaged purchaser of alcohol;
- (e) quality of the evidence of a violation;
- (f) circumstances of the case; and
- (g) number and nature of licensee's previous violations.

3. Compliance Checks: Theaters holding licenses for the sale of wine and malt beverages shall be subject to alcohol compliance checks to the extent permitted by law and to the same extent as any other licensee for the sale of alcoholic beverages to be consumed on or off the premises within the Town.

H. Transfers

Licenses granted under these Rules and Regulations may not be transferred or assigned except with the approval of the Board and in accordance with Chapter 138 of the General Laws and rules, regulations, and policies of the Alcoholic Beverages Control Commission.

II. SPECIAL CONDITIONS FOR THEATERS

A. Theater Venues Eligible for License to Sell Wine and Malt Beverages

A license for the sale of wine and malt beverages to be consumed on the premises may be granted to any privately operated enclosed entertainment facility with a minimum seating capacity of 100 that is used primarily for the presentation of motion pictures or dramatic, comedic, or musical performances.

B. Hours of Sale

Sales of wine and malt beverages shall be permitted during regular hours of operation of the theater.

C. Who May Purchase

Wine and malt beverages may be sold only to patrons holding tickets for a movie, performance, or other entertainment to be presented in the licensed establishment on the date and at the approximate time of the sale.

D. Limit on Sales

No patron may be served more than two wine or malt beverages per day. No more than two wine or malt beverages may be purchased by a patron at one time. No pitchers of beer or bottles or carafes of wine shall be served. Only alcoholic beverages sold on the licensed premises shall be consumed on the premises: no patron shall be permitted to bring alcoholic beverages purchased off-site onto any licensed premises for consumption. All alcoholic beverages purchased on the premises shall be consumed on the premises.

E. Place of Sales, Consumption

Wine and malt beverages may be sold only from one dedicated counter area. Once purchased, wine and malt beverages may be brought into any area of the theater in which food and non-alcoholic beverages are allowed to be consumed. Alcoholic beverages may not be served outside the licensed premises.

VI. Sale of Wine at Farmers' Markets

In 2010, the state authorized the sale of sealed bottles of wine by licensed farmer-wineries for consumption off the premises at "agricultural events" designated by the state Department of Agricultural Resources through Chapter 138 Section 15F.

Section 15F. Notwithstanding any other provision of chapter 138, in any city or town wherein the granting of licenses to sell wine is authorized under this chapter, the local licensing authority may issue to an applicant authorized to operate a farmer-winery under section 19B or in any other state, a special license for the sale of wine produced by or for the licensee in sealed containers for off-premise consumption at an indoor or outdoor agricultural event. All sales of wine shall be conducted by an agent, representative, or solicitor of the licensee to customers who are at least 21 years of age. A licensee under this section may provide, without charge, samples of wine to prospective customers at an indoor or outdoor agricultural event. All samples of wine shall be served by an agent, representative, or solicitor of the licensee to individuals who are at least 21 years of age and all samples shall be consumed in the presence of such agent, representative, or solicitor of the licensee; provided, however, that no sample shall exceed one (1) ounce of wine and no more than 5 samples shall be served to an individual prospective customer. For the purposes of this section, the term "agricultural event" shall be limited to those events certified by the department of agricultural resources as set forth in this section.

An applicant for a special license under this section shall first submit a plan to the department of agricultural resources that shall demonstrate that the event is an agricultural event. The plan shall include a description of the event, the date, time and location of the event, a copy of the operational guidelines or rules for the event, written approval that the prospective licensee has been approved as a vendor at the event, including the name and contact information of the on-site manager, and a plan depicting the premises and the specific location where the license will be exercised.

Upon review of the plan, the department may certify that the event is an agricultural event; provided, however, that in making that determination, the department shall consider the following factors: (i) operation as a farmers' market or agricultural fair approved or inspected by the department; (ii) frequency and regularity of the event, including dates, times and locations; (iii) number of vendors; (iv) terms of vendor agreements; (v) presence of an on-site manager; (vi) training of the on-site manager; (vii) operational guidelines or rules, which shall include vendor eligibility and produce source; (viii) focus of event on local agricultural products grown or produced within the market area; (ix) types of shows or exhibits, including those which are described in clause (f) of the first paragraph of section 2 of chapter 128; and (xi) sponsorship or operation by an agricultural or horticultural society organized under the laws of the commonwealth, or by a local grange organization and/or association whose primary purpose is the promotion of agriculture and its allied industries. The department of agricultural resources may promulgate rules and regulations necessary for the operation, oversight, approval, and inspection of agricultural events under this section.

An applicant for a license under this section shall file with the local licensing authority along with its application proof of certification from the department of agricultural resources that the event is an agricultural event. A special license under this section shall designate the specific premises, and dates and times covered. A special license may be granted for an indoor or outdoor agricultural event which takes place on multiple dates and/or times during a single calendar year but no special license shall be granted for an agricultural event that will not take place within 1 calendar year. The special license shall be displayed conspicuously by the licensee at the licensed premises. A copy of a special license granted by the local licensing authority shall be submitted by the authority to the commission at least 7 days prior to the date the agricultural event is first scheduled to begin. The local licensing authority may charge a fee for each special license granted, but such fee shall not exceed fifty \$50. A special license granted under this section shall be nontransferable to any other person, corporation, or organization and shall be clearly marked nontransferable on its face.

The commission may promulgate rules and regulations it deems appropriate to effectuate the purposes of this section.

VII. Rules and Regulations for Caterer's Licenses

Effective October 31, 2012, the legislature authorized a new type of annual, all alcoholic beverages license called the "Caterer's License." On August 1, 2012, the Governor approved Chapter 190 of the Acts of 2012 that created a new license Caterer's License pursuant to M.G.L. c.138, §12C. The Alcoholic Beverages Control Commission (ABCC) is responsible for issuing the license directly to a catering business for an annual fee of \$1500.00. There is no local involvement. A caterer's license authorizes the licensee to store, transport, sell and deliver alcoholic beverages in the ordinary course of the licensee's business. Alcoholic beverages may be stored only on the premises owned by the licensee or that the licensee has the exclusive right to occupy. An applicant who seeks a Caterer's License must also apply for a Transportation Permit, which the ABCC also issues directly for a fee of \$150.00.

The Caterer's License is an on-premises license, which allows a caterer to sell alcoholic beverages at private events (never at the caterer's principal place of business) for no more than five hours in a city or town that allows on-premises licensees under M.G.L. c. 138, §12. Licensed Caterer's cannot sell or deliver alcoholic beverages at events which occur in a licensed premises, i.e. a restaurant, hotel, club, etc.

In addition, the licensed caterer must:

- Purchase its inventory of alcoholic beverages from licensed wholesalers
- Maintain liquor liability insurance in a minimum amount of \$250,000.00/\$500,000.00
- Only permit individuals who have been certified by a nationally recognized alcoholic beverages server training program to serve alcoholic beverages
- At least 48 hours before any private event:
 - (a) notify the police chief and the local licensing authority that the licensed caterer will be serving alcoholic beverages in the city/town;
 - (b) provide a copy of the caterer's license to the police chief and the local licensing authority; (c) provide proof of insurance to the police chief and the local licensing authority; and
 - (d) provide an emergency contact number for the license manager to the police chief and the local licensing authority.

VIII. Rules and Regulations for Club Licenses

REVISED: 2/5/15

1. Club license applications to be filed in duplicate with Board of Selectmen. (Information therein to be typed or printed in ink.) Application to indicate whether veterans' organization or club.
2. Following to be submitted with application:
 - (a) License fee - \$100.00 (check made payable Town of Arlington).
 - (b) Copy of Club Charter, also a copy of current membership list as of January 1.
 - (c) Copy of House Rules.
 - (d) The full names and residence addresses of the President, Treasurer, Clerk, Secretary, Directors and Manager, or other Principal Representatives of the organization.
 - (e) A copy of the vote, of the Board of Directors, or other similar body certified by the Clerk or Secretary of the organization, specifically authorizing the officer, who shall be identified by name and residence address, to sign the application for the license on behalf of the organization.
 - (f) A certified copy of the vote of the Board of Directors or other similar body, appointing a person who shall be identified by name and residence address to act as Manager or other Principal Representative.
 - (g) Certified copy of minutes of the last meeting of the membership of the organization prior to the date of application.
3. Selectmen shall cause a notice thereof to be published, at the expense of the application, within ten (10) days of receipt of application.
4. Applicant shall, within three (3) days after publication, cause a copy of the notice, attached to club stationary, to be sent by registered mail, return receipt requested, to each abutting property owner, and to any school, church or hospital located within a radius of five hundred (500) feet. Town Engineer to supply names and addresses of abutters and any school, church or hospital within five hundred (500) feet. Following statements to appear on notice sent to any school, church or hospital "As required by Chapter 138, Section 15A of the General Laws your attention is directed to the necessity of written objection to prevent the issuance of the license referred to in the above-captioned legal notice."
5. "An affidavit of the applicant or of the person mailing such notice on his behalf, together with an attested copy of the notice mailed, shall be filed in the office of the licensing authority." Affidavit to be made on appropriate place on application form. Registered mail return receipts are to be filed with Selectmen.
6. The Selectmen shall cause an examination to be made of the premises. (Section 12 of Chapters 138 G.L.)
7. The Selectmen shall schedule a public hearing ten days after the publication of such notice.

8. Application shall be granted or dismissed by the selectmen not later than thirty (30) days after filing; and if favorably acted upon by the Selectmen it shall be submitted for approval by the Commission not later than three days following such favorable action. Licenses shall be issued not later than seven (7) days following receipt of notice of approval from Commission (Section 16B of Chapters 138 G.L.)

Fire Protection Rules

1. Licensed premises shall be subject to inspection by members of the Arlington Fire Department at all times. Every building shall be inspected by the Arlington Fire Department prior to the issuance of a license. Such inspection shall insure that the premises are a proper place, having due regard for the safety of members and guests who may use the facilities. This inspection shall take into consideration the type and construction of the building, available fire protection, hazardous conditions in any part of the building, including access to and from the building, also the specific regulations outlined below.
2. Fire protection equipment such as standpipes, hose, water or sand piles, axes, chemical extinguishers and other apparatus as the Fire Chief may require, shall be kept in good condition and easily accessible for use.
3. In the case of fire, the Fire Department shall exercise exclusive control and direction of all persons on the premises including employees of the licensee.
4. No obstruction of any nature will be permitted in any aisle, passageway, or stairway during the hours of operation of the club or organization.
5. All locations approved for use of club liquor licenses shall have proper egresses, unlocked, for the escape from fire sufficient for use of all persons assembled therein. The egress and means of escape shall be kept unobstructed, in good repair and ready for use.
6. Every such egress shall be properly lighted and provided with a sign having on it the word "EXIT" in letters not less than 5" in height.
7. Locations shall conform with the requirements of Chapter 143 of the General Laws.
8. Emergency lighting shall be provided for all occupied areas.
9. No flammable decorations shall be permitted.

Regulations Covering Club Licenses

1. THE LICENSE IS SUBJECT TO GENERAL LAW 138 AND THE REGULATIONS OF THE ALCOHOLIC BEVERAGES CONTROL COMMISSION AS WELL AS REGULATIONS, GENERAL OR SPECIFIC, MADE AT ANY TIME BY THE BOARD OR SELECTMEN.

2. The hours during which sales of alcoholic beverages shall NOT be made by club licenses are as follows:
 - a. No sale shall be made on any day other than Sunday between the hours of 1:00 A.M. and 11:00 A.M. except that when January 1st falls on a secular day, no such sales shall be made on said day between the hours of 2:00 A.M. and 11:00 A.M.
 - b. No sale shall be made on Sunday between the hours of 1:00 A.M. and 12:00 P.M. Noon (adopted 12/11/72).
 - c. No sale shall be made on Christmas Day, or the day following when said day occurs on Sunday, or on the last Monday in May between the hours of 1:00 A.M. and 1:00 P.M.

Note: On certain licenses the Board at their discretion may alter the standard hours of operation designated above.
3. The licensee shall furnish the name and address of the club, also the Manager's name, address and telephone number, to the Board of Selectmen, Chief of Police and Chief of the Fire Department. Any change in location or of manager must be reported without delay to the Board of Selectmen, the Chief of Police and the Chief of the Fire Department.
4. Club licensee shall have a bartender or manager in charge during open hours who is of good moral character and a responsible type of person. He shall be held accountable for keeping order.
5. The bartender or manager shall be responsible for the conduct of its members and guests in the licensed premises. He shall prevent undue noise and disturbance to the neighborhood.
6. The bartender or manager shall refuse to serve a member or guest who is approaching a condition of "under the influence."
7. The bartender or manager shall make an effort to prevent a member or guest from operating a motor vehicle if said member or guest appears to be "under the influence."
8. The bartender or manager shall refuse to serve any member or guest under the legal age. When in doubt of age, the bartender shall require the showing of identification cards in accordance with Chapter 138, Section 34B of the General Laws.
9. All tables shall be cleared of alcoholic beverages within one half hour after legal hour of sale of same.
10. No member, guest or employee shall be served alcoholic beverages after legal hour of sale of same.
11. No person is allowed in that area of the building where alcoholic beverages are served between the hours of 2:00 A.M. and 6:00 A.M., 3:00 A.M. to 6:00 A.M. on January 1st, except persons whose names have been posted with the Chief of Police who may be present for custodial purposes.
12. No alcoholic beverages shall be taken from the building.

13. No licensee shall sell alcohol beverages in any part of the premises not specified on this license.

14. The licensed premises must be well lighted at all times.

15. There shall be no indecent or immoral entertainment on the licensed premises.

16. Gambling, lotteries, or other illegal machines or games are prohibited except as otherwise permitted by law.

16A. REGULATION ON LICENSING OF AUTOMATIC AMUSEMENT DEVICES

The Application for a license of an Automatic Amusement Device or Devices at any Club or Non-Profit Organization shall not be considered by the Board of Selectmen until a vote of the membership is taken.

Prior to the vote being taken, all members of the Club or Organization shall be notified in writing. The notice shall specify "the type of machine and the name of the machine being considered". The notice shall also state that "According to the Rules and Regulations of the Board of Selectmen, no gambling or payoff on any type of automatic amusement device is allowed. If any Club or Non-Profit Organization is found to be making payoffs which are illegal and constitute illegal gambling, after a Public Hearing, at which it is substantiated that illegal gambling did take place, the Club or Organization may be subject to temporary or permanent loss of their All Alcoholic Beverage License". (Adopted 7/28/86)

17. Alcoholic beverages may be sold to members only and to guests introduced by members, and to no others. No person is to be denied service based on race, color or creed.

18. Membership. (i.e. Associate Membership or equivalent type) in licensed clubs, other than regular membership, shall be subject to the approval of the Board of Selectmen.

19. The licensed premises shall be subject, at all times, to inspection by members of the Board of Selectmen, their Executive Secretary, Town Manager, Board of Health or their representatives, Police Department, Fire Department, or any other department or official of the town so directed by the Selectmen.

20. Violation of any of the Rules, Regulations and/or conditions established by the Board of Selectmen, or violation of any Laws of the Commonwealth or Regulations of the Alcoholic Beverage Control Commission shall be sufficient cause for suspension, revocation or forfeiture of the club license.

21. The Board of Selectmen reserves the right to amend these rules and regulations any time without prior notice.



Town of Arlington, Massachusetts

CITIZENS OPEN FORUM

Summary:



Town of Arlington, Massachusetts

Outdoor Beautification

Summary:

- a. Update on Civic Development Committee of Arlington Garden Club
Jane Foley
- b. Update on Friends of Robbins Library
Sally Naish
- c. Vote: Creation of Outdoor Beautification Committee
Joseph A. Curro, Jr., Chair

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	Garden_Club_Reference.pdf	Reference from Garden Club
▣ Reference Material	IMG_8068.jpg	Reference from Friends of Robbins Library
▣ Reference Material	Outdoor_Beautification_Committee_(1)_(1).pdf	Outdoor Beautification Committee

DRAFT - SELECTMAN'S MEETING - Date and Time TBD

PRESENTATION BY THE ARLINGTON GARDEN CLUB - JANE FOLEY, CIVIC DEVELOPMENT CHAIR

Good Evening. My name is Jane Foley and I'm the Chair of the Civic Development Committee of the Arlington Garden Club.

As most of you are aware, the Arlington Garden Club's Beautification Committee has responsibility for overseeing and helping to maintain and preserve over 60 of Arlington's public spaces, including traffic islands, planters and gardens in all areas of the Town. We've been very pleased with the interest of so many businesses and citizens that volunteer to plant, water and maintain these islands and planters - they certainly enhance the Town.

We thought we'd take a few minutes of your time to create awareness from our unique perspective of what's working well and what needs improvement in terms of Beautification of Arlington.

What's Working Well?

- Town Hall Gardens
- Robbins Farm
- The Uncle Sam Park
- Reflecting Pool Area that the grant by Friends of Town Hall Gardens has been approved to refurbish
- East Arlington Islands/Trees (although we do have concern about the tidiness of these areas and on-going maintenance)
- Specific Businesses with planters and window boxes that look beautiful. Examples include: Mystic Wine and Spirits, Common Ground, Café Nero, Zhen Ren Chuan Martial Arts, Menotomy Grille, Olivios, Bistro Duet and Massage Envy and Classic Kitchen and Bath.

In Comparison to other Towns/Cities

The contiguous Towns of Winchester, Lexington, Belmont and Woburn
Other Towns such as Wakefield, Revere, Somerville, Cambridge, Medford

We could do more.

What Needs Improvement?

- Entry Islands – Gateways to Town
- Hanging plants –the new watering truck would be needed and we understand our new truck isn't capable of watering hanging plants
- Planters throughout town business areas – also would need watering
- Landscape Tidiness –
 - Town islands
 - The Municipal Parking area routinely swept and trimmed
 - Weeds/Grass/tree sprouts along bottom of trees on Mass Ave
 - Route 2 by pass Extension Island mowed or maintained

We've certainly noted through the years that even if islands or containers are newly planted and look beautiful initially, maintenance is sometimes a problem – whether watering, weeding or replacing dead plants.

We can provide you with photographs of these areas that need improvement if needed or if it would be helpful.

Our Goal for tonight was to create an awareness of what might be done to enhance the already wonderful work that is being done to beautify Arlington and that you might take our observations/recommendations into consideration as you prepare next year's budget.

Thank you for your time and your continuing interest in the Beautification of Arlington.



1. There is hereby established an Outdoor Beautification Committee of the Board of Selectmen, which purposes shall be to develop a program of appropriate seasonal and patriotic displays, installations, and decorations in Arlington's public spaces, primarily concentrated along the main public ways of the Town.
2. The Outdoor Beautification Committee shall have the following members:
 - One member of the Board of Selectmen or staff designee, who shall serve as Chair
 - One designee of the Veterans Council
 - One designee of the Arlington Garden Club
 - One designee of the Arlington Chamber of Commerce
 - Economic Development Coordinator
 - Representative of the Department of Public Works
 - Three residents of the Town, to be appointed by the Board of Selectmen
3. In order to facilitate the work of the Committee, the Comptroller shall establish a designated account, which funds shall be expended under the direction of the Town Manager, with the advice of the Outdoor Beautification Committee.



Town of Arlington, Massachusetts

Arts Update

Summary:

a. Annual Report of Arlington Commission on Arts and Culture

Adria Arch

Stephanie Marlin-Curiel

b. Arlington Public Art Update (tabled from 11/20/17 meeting)

Adria Arch

Cecily Miller, Public Art Consultant

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	2017_Annual_ACAC_Final_Report_to_Town_(1).pdf	Arlington Commission on Arts & Culture Annual Report
▣ Reference Material	Arlington_Public_Art_Presentation.pdf	Arlington Public Art Presentation Reference

ANNUAL REPORT OF THE ARLINGTON COMMISSION ON ARTS & CULTURE (ACAC)

The mission of Arlington Commission on Arts and Culture (ACAC) is to advocate for arts and cultural opportunities throughout Arlington and advise the Town on matters of a cultural and artistic nature. The Commission meets monthly, on the first Thursday of the month in the Jefferson Cutter Gallery. All meetings are open to the public.

Members of ACAC in 2017 were Adria Arch (Co-Chair), Barbara Costa, Carla Dorato, Jonathan Hyde (Treasurer), Stephanie Marlin-Curiel (Co-Chair), Stephen Poltorzycki (Secretary), Leland Stein, Aimee Taberner, and Marga Varea

Town-wide Cultural Plan

ACAC, in partnership with the Department of Planning and Community Development completed an Arts and Culture Action Plan for the Town in August 2017. The plan was completed with the Metropolitan Area Planning Council (MAPC) through a technical assistance grant (PMLA). We appreciated the opportunity to work with MAPC who were able to integrate the needs of multiple arts constituencies with the priorities outlined in a recently completed Master Plan, particularly in the areas of creating complete streets, wayfinding, pedestrian safety, repurposing buildings, and activating public space. The cultural plan has strengthened relationships between the arts and cultural community, Arlington boards and commissions, and the Department of Planning and Community Development and created opportunities for exciting new collaborations, such as those currently underway: the Pathways public art project along the Minuteman bike path aimed at providing continuity through the Cultural District, the vacant storefronts project, and the development of a centralized arts and culture website. We also look forward to the infusion of creativity into future town planning initiatives and development.

The plan includes an additional organizational plan, completed by TDC and funded by community block grant funds, to help coordinate and consolidate Arlington's multiple arts organizations. In the fall of 2017, representatives from Arlington Commission on Arts and Culture (ACAC), Arlington Public Art (APA), Arlington Cultural Council (ACC), Arlington Tourism and Economic Development Committee (ATED), Arlington Center for the Arts (ACA), and the Cultural District Managing Partnership (CDMP) came together in several meetings to work out the structure, charter and budget request of the merger recommended by TDC. The proposed result of the merger to take effect in FY 18 is an expanded Arlington Commission on Arts and Culture to be known as AC², pending discussion with our brand consultant/website developer.

Website Development

\$12-15,000 from the FY17 budget was allocated toward the development of a comprehensive arts and culture website for the town inclusive of a cultural calendar. At the time of this writing (End of November 2017), we have received 5 proposals from website developers/designers/brand consultants and are scheduled to meet with applicants during the first week in December. A consultant will be selected before the end of December with work to begin by the end of January and completed before the end of the fiscal year.

Cultural District Designation Application

Since the completion of the plan in August of 2017, the town has been awarded Cultural District designation from the Massachusetts Cultural Council. MCC's decision was delayed until the ACA's new location was secure, the CDMP had started meeting, and the gap between East Arlington and Arlington Center was being addressed. With the installation of Pathways, public art along the bike path, starting in June of 2017, the ACA's signed lease and renovation funds raised, and a strong line of communication developed between MCC and the Department of Community Development to issue reports on the CDMP and other infrastructure issues, the MCC deemed Arlington ready for the Designation. The CDMP has held monthly meetings to work out their procedures, structure and subcommittees, and a group to consider how to activate the section on Mass Ave. between Franklin St. and Lake St. (otherwise known as the "Committee to Fill the Gap" subcommittee is already active.

Below is the Boston Globe article by Sophia Eppolito about Arlington's new cultural district designation accompanied by images of Ripple, the installation organized by Adria Arch.

GlobeWest

BOSTON SUNDAY GLOBE OCTOBER 1, 2017 | BOSTONGLOBE.COM/WEST



ROSE LINCOLN FOR THE BOSTON GLOBE



ADRIANA FANDOLFI



DAVE GRIFFIN

Cultural districts give towns a boost

Arlington is the latest community to obtain the state designation

By Sophia Eppolito
GLOBE CORRESPONDENT

Maynard's downtown is lined with art galleries and pottery studios. Marlborough celebrates its diversity with an annual heritage festival. Concord boasts historic sites that draw tourists from around the world.

What do they have in common? They all have established cultural districts to highlight their local arts scenes and promote local businesses and tourism.

Now Arlington has joined in, becoming the latest community to obtain a cultural district designation from the Massachusetts Cultural Council.

"We have a concentration of arts and culture here in Arlington and everybody needs to know about it," said Stephanie Marlin-Curiel, cochairwoman of the Arlington Commission on Arts and Culture. "Sometimes it's very hidden to Arlington residents . . . but not only do we have lots of arts and culture, we have a lot of creative businesses."

One of Arlington's major art projects this summer was a series of public art installations called Pathways, which celebrated the Minuteman Bikeway's 25th anniversary.

For the town's most recent public art project, "Ripple," nearly 60 town volunteers contributed giant knitted sleeves to wrap around trees along the bikeway. Adria Arch, the project's coordinator, scouted the area and attached the lower pieces over two days in mid-September, then enlisted the help of two arborists from the landscaping service SavATree to reach the highest points.

"They hitched themselves into the branches and contorted themselves into the craziest positions to reach and install each separate piece of knitting and crochet," Arch said. "It was quite amazing."

The following day, dozens of members of the Arlington community celebrated the cultural district designation.

CULTURE, Page 7

Cultural districts in (clockwise from top) Arlington, Maynard, and Natick help those towns highlight art scenes and promote local businesses.

Bike Path Projects

The MCC had advised ACAC and the MP to think about how to make the Cultural District feel continuous from Arlington Center to East Arlington, so ACAC engaged Cecily Miller, public art consultant who has been working with APA. Miller advised that the area between Mass Ave and Arlington Center would be a longer term, larger budget process and suggested starting by mounting smaller scale public art on the bike path. On behalf of ACAC, Miller solicited proposals from 9 artists. Proposals were reviewed for consideration and prioritization for implementation, contingent on fundraising. Also on Miller's advice, ACAC applied to the Arlington Cultural Council for a pilot grant to start with just three public art projects for the same bike path area that could be mounted this spring/summer. This initiative celebrates art, nature, community, and the 25th Anniversary of the Bikeway.

All installations are on the Minuteman Bikeway in Arlington between Linwood Circle and Swan Place near Spy Pond.

Fort Point-based collaborators **Claudia Ravischiere** and **Michael Moss** have created FLUTTER, 60 translucent blue plexiglas butterflies arranged in a meandering pattern across a chain-link fence overlooking scenic Spy Pond. Butterflies are symbols of strength, courage and transformation in many cultures. The public is invited to contemplate their extraordinary journeys and consider the impact of habitat destruction.



RHETORIC OF OPPOSITES

Arlington-based artist and graphic designer **Nilou Moochhala** has created a piece inspired by the way that polarizing language has become a divisive force in current national debate. She has developed 25 pairs -- for the Bikepath's 25 years -- of juxtaposed words that highlight difference and eliminate nuance, grey area, or common ground. "Us/Them" "True/False" "Stay/Leave" and "All/None" are examples.



CITY FOX

A London-based street artist who goes by "**Stewy**" has sent two of his stencilled prints of urban wildlife across the Atlantic to a new home. London's green parks and back yards offer food and shelter to many of the same animals -- or their cousins -- found in Arlington. Stewy is collecting an A-Z visual "dictionary"

of them, and uses street art to remind city dwellers of these creatures; like street art itself, urban wildlife is sometimes a source of delight and other times viewed as pests to be exterminated. A London fox and rabbit are wheatpasted to the walls of a pedestrian underpass that runs underneath the Bikeway. This small tunnel is the ideal site for a tribute to the marginalized, barely tolerated wild animals who survive in hidden spaces along green corridors such as the Bikeway.



Provincetown-based environmental artist **Frank Vasello** arrived for a short residency in early October. Vasello constructed "Current", a sculpture from natural materials gathered along the Bikeway in September and worked with students at Ottoson Middle School to create a second sculpture on the grounds of the school.



Arlington artist **Adria Arch** designed RIPPLE, a participatory installation. Working under Adria's leadership, The Arlington Knitting Brigade -- a new group of community volunteers recruited for the project -- created colorful sleeves for a grove trees along the path. Knitters used a common 5-color yarn palette but each develop their own designs. 57 community knitters created 4 foot sections which now adorn some 14 trees and will stay on location through the winter. RIPPLE celebrates the beauty of the path and has engaged many knitters who have contributed their skills to a larger effort and in a way that they might never have imagined.



Pathways is supported by a grant from the Arlington Cultural Council, a local agency funded by the Massachusetts Cultural Council, a state agency. SunBug Solar is a co-sponsor of Rhetoric of Opposites.

GRANTS

Thanks to the efforts of Cecily Miller, the ACAC was awarded a matching grant in the amount of \$2500 to help implement the Pathways projects.

PRESS

ACAC was featured in a [full length article](#) in the Globe West section about our new Cultural District designation.

Also, the Pathways bikepath installations were featured in [Big, Red, and Shiny](#), a highly respected Boston-based critical art review.

In addition, the Ripple installation was written about in the [Arlington Advocate](#) and extensively in [YourArlington](#).

Goals for 2018

- * Implementation of TDC organizational plan to reorganize Arlington's art organizations under one umbrella.
- Implementation of Arts and Culture Action Plan working closely with DPCD
- Assist in the launch of an Arlington Cultural District
- Building and maintaining website, as a one-stop source of information about cultural events and programs for Town residents and visitors
- Continue to advocate for arts and cultural activities and institutions within the Town as well as to promote Arlington as an arts and culture destination

PATHWAYS: ART ON THE MINUTEMAN BIKEWAY

A Partnership Project of the
Arlington Commission on the Arts and Culture
and Arlington Public Art
funded in part by grants from
the Arlington Cultural Council
and Massachusetts Cultural Council,
along with donations from individual supporters.



We commissioned artists to create temporary public art pieces on a section of the Minuteman Bikeway. The first 3 went up over the summer and then 2 more were installed in the fall, 2017. Our goals for these projects:

- to bring public art into a public space where town residents and visitors can enjoy it;
- to develop public art installations which prompt people to notice the natural, social and cultural world surrounding them;
- to contribute to the Bikeway's 25th Anniversary celebrations; and,
- to support the Town's application for its first Cultural District by enhancing the connection between Arlington Center and Capitol Square/East Arlington.



Flutter

Michael Moss & Claudia Ravischiere

Flutter



Massachusetts Cultural Council

This program is supported in part by a grant from the Arlington Cultural Council, a local agency which is supported by the Massachusetts Cultural Council, a state agency.

We are excited to bring Flutter to Arlington, a work created by Claudia Ravischiere and Michael Moss and originally installed in Fort Point, Boston.

Flutter consists of 60+ silhouetted plexi butterflies, in translucent blue color, which would be mounted in a graceful formation on the chain link bordering the bike path above an underpass for car traffic.

In this location, Flutter connects with the natural beauty of the site; a view of Spy Pond is framed by the translucent butterflies. On the Bikeway, Flutter alludes to movement, travel, and migration, reflecting the role of the path as a transportation corridor that traverses three towns. The artists were inspired by the many diverse cultural traditions that use the butterfly as a symbol; it can stand for strength, protection, transformation, and the soul. Personally, they also view it as a powerful representation of freedom & joy.



You/Me
 Us/Them
 Visible/Invisible
 Active/Passive
 Accept/Reject
 Majority/Minority
 Admit/Deny
 Inside/Outside
 True/False
 Here/There
 Alone/Together
 Now/Then
 Arrive/Depart
 Always/Never
 All/None
 Left/Right
 Against/For
 Absent/Present
 Best/Worst
 Begin/End
 Bad/Good
 Dangerous/Safe
 Less/More
 Old/New

The Rhetoric of Opposites Nilou Moochhala

The Rhetoric of Opposites



This program is supported in part by a grant from the Arlington Cultural Council, a local agency which is supported by the Massachusetts Cultural Council, a state agency.

Arlington resident Nilou Moochhala created a text-based piece to highlight the polarizing, divisive language that currently dominates many national political debates. Moochhala was inspired by the Bikeway's 2-way traffic – each side intently focused on its own destination – as well as its link to the historic ride of William Dawes at the beginning of the American War of Independence.

The installation generated some controversy as people puzzled out the meaning and debated whether the work was appropriate for a public space. Almost everyone we talked with said that they appreciated that it prompted them to think -- about relationships between people, the nature of community, politics and the power of language.



City Fox, Stewy, British Street Artist

City Fox



Massachusetts Cultural Council

This program is supported in part by a grant from the Arlington Cultural Council, a local agency which is supported by the Massachusetts Cultural Council, a state agency.

Arlington's greenspaces provide food and shelter for many small animals: foxes, skunks, racoons, possums, squirrels and a huge variety of birds. The fox, in particular, has become a neighborhood mascot through the Fox Library.

UK-based Stewy sent us two stenciled prints to wheat paste to the walls of a pedestrian underpass. The fox and the rabbit are part of a series he has been creating of urban wildlife found in London's streets and backyards.

The location was selected to give a sense that although foxes live around us, they often stick to hidden places, going under the busy Bike-way rather than along it.



Ripple Adria Arch & the 57-member Arlington Knitting Brigade

Ripple



Massachusetts Cultural Council

This program is supported in part by a grant from the Arlington Cultural Council, a local agency which is supported by the Massachusetts Cultural Council, a state agency.

Adria Arch led a community-based participatory project spectacularly transforming a group of trees with color and texture. We recruited 57 volunteers to form the Arlington Knitting Brigade and create this large scale collaborative work of art designed and directed by Adria.

Each brigade member picked a section of a tree to make their own. Everyone used the same palette, selected by Adria; the individual designs created by each crafter were unified by the shared colors of their yarn.

Ripple refers to the ripples on the surface of nearby Spy Pond, and the ripples -- of positive energy, kindness, and activism -- that can move through and connect a community. We see Ripple as attesting to the importance of environmental stewardship and celebrating the unlimited results people can achieve by coming together; By weaving a wild and vibrant tapestry that respects difference and uniting diversity, we created a tribute to community and artistic expression.



THANKS TO THE ARLINGTON KNITTING BRIGADE

Kirsi Allison-Ampe • Sumita Austen • Jo Babiarz
 Katrina Bernstein • Judi Bohn • Lucinda Brandt • Mary
 Brooks • Lisa Brown • Eliza Burden • Sybil Carey • Teri
 Carilli • Aurora Conner • Candice Cruz Dintino • Renee
 DeBlois • Mary Denton • Pam DiBona • Sue Doctrow •
 Jeanette Downing • Joyce Dwyer • Amy Ellentuck • Liz
 Fancher • Christina Foster • Becca Gerner • Susan
 Goldman • Amy Goldstein • Sharon Grossman •
 Kimberley Harding • Charlotte Heyden • Susan Larson •
 Heather Leavell • Karen Lefkowitz • Jennifer Lewis Forbes
 • Brenda Lovette • Elaine Lyte • Katharine MacPhail •
 Pinal Maniar • Nora Mann • Susan McCabe • Suzanne
 McLeod • Catherine Miller •
 Bonnie Payne • Janet Peluso •
 Ema Rodrigues • Holly Rossi •
 Karen Roth LoRusso • Kim Salazar
 • Carolyn Schneyer • Heidi
 Sheehan • Dava Silvia • Joy
 Spadafora • Sharon Stafford •
 Rebecca Steinitz • Marina Strauss
 • Harriet Vanderput • Michele Vitti
 • Sue Wood • Sara Young











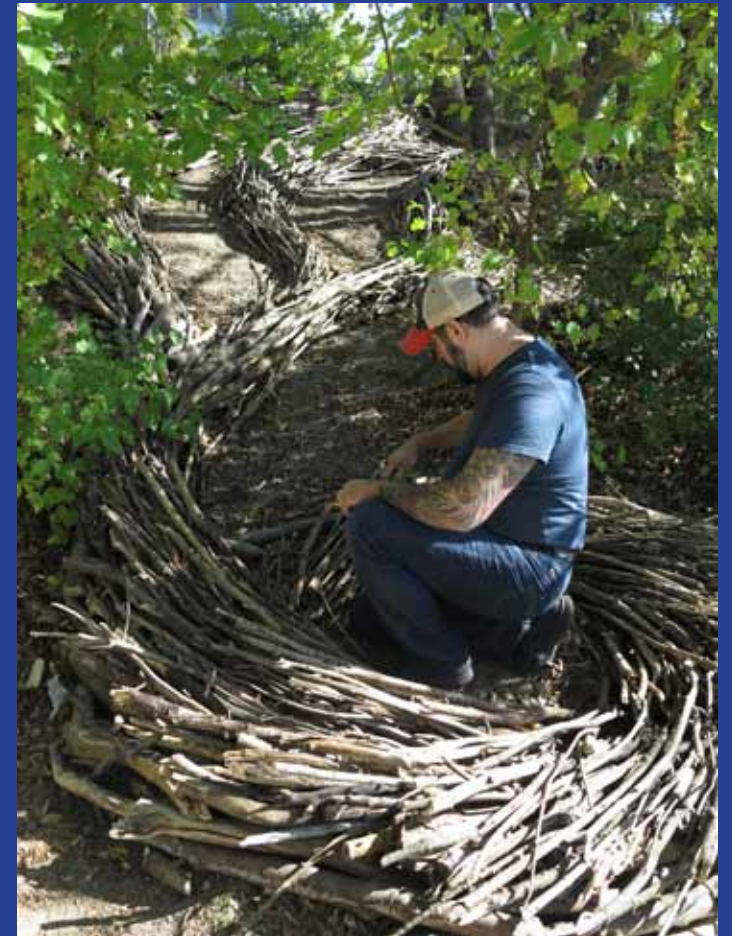
PATHWAYS

REINFORCES AND
ENHANCES THE
CULTURAL DISTRICT

CONNECTS
ARLINGTON CENTER
AND CAPITOL SQUARE

STRENGTHENS
REGIONAL AWARE-
NESS OF LOCAL ARTS
& QUALITY OF LIFE
IN ARLINGTON





Frank Vasello
Current at Spy Pond

Frank Vasello at Spy Pond

Frank Vasello visited Arlington for 10 days in October. He gathered sticks in the woods along the Bikeway near Spy Pond. He used these to construct a unique environmental sculpture on the side of the staircase that descends from the Bikeway to playground areas along Spy Pond. For these projects, Frank prefers to work alone and unassisted; he engages with the landscape and materials in a meditative process.



Frank artfully arranged natural wood to form shapes which resemble water flowing down the hillside and curling into small pools; the title of this work is "CURRENT." With occasional mainte-

Frank Vasello at the Ottoson School

During his time in Arlington, Frank made 3 visits to meet with students in the after-school Art Clubs at the Ottoson Middle School. He showed examples of his own work, of other environmental art and sculpture inspired by nature, and then constructed a sculpture with students in the woods behind the school.

Many thanks to Dave Ardito and the Ottoson teachers for supporting this project: Kayla McKenna, Polly Ford and Alecia Serafini. And many thanks to the 25 students who joined Frank for a magical experience creating art in nature.













2017 TOWN DAY





Town of Arlington, Massachusetts

Discussion: Future BoS Meetings

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	Calendar_Jan._March_2018.pdf	Calendar January - March

January 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 HAPPY NEW YEAR	2	3	4	5	6
7	8	9	10	11	12	13
14	15 MARTIN LUTHER KING, JR. BIRTHDAY	16	17	18	19	20
21	22	23	24	25	26 ATM WARRANT CLOSES 12:00/NOON	27
28	29	30	31			

February 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14 HAPPY VALENTINES DAY	15	16	17
18	19 PRESIDENTS' DAY OBSERVED	20	21	22	23	24
25	26	27	28			

March 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17 ST. PATRICKS' DAY
18	19	20	21	22	23	24
25	26	27	28	29	30 GOOD FRIDAY	31 PASSOVER



Town of Arlington, Massachusetts

Discussion: Process to Fill Vacancy on the Board of Selectmen

Summary:

Douglas W. Heim, Town Counsel

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Town_Manager_Act_Town_of_Arlington_1.docx	Town Manager Act - Selectmen Vacancy
▢	Reference Material	Selectmen_Handbook.docx	Selectmen Handbook

Town Manager Act Town of Arlington 1

**TOWN MANAGER ACT
OF THE
TOWN OF ARLINGTON,
MASSACHUSETTS
AN ACT ESTABLISHING A
TOWN MANAGER FORM OF GOVERNMENT
FOR THE TOWN OF ARLINGTON**

(Chapter 503 of the Acts of 1952 as Amended and Inserted by Chapter 634 of the Acts of 1956, Chapter 394 of the Acts of 1964, Chapter 122 of the Acts of 1967 Chapter 738 of the Acts of 1971, Chapter 731 of the Acts of 1973, Chapter 308 and Chapter 520 of the Acts of 1979, Chapter 355 of the Acts of 1967, Chapter 502 of the Acts of 1989, Chapter 226 of the Acts of 1990, Chapter 308 of the Acts of 1979 and Chapter 425 of the Acts of 1993)

Amendments made after 1991 are cited in the margin. Such citations are not part of the Act. Town Manager Act Town of Arlington 2

**TOWN MANAGER ACT
OF THE
TOWN OF ARLINGTON, MASSACHUSETTS**

SECTION 3. Election of Selectmen.

At the first annual election held in said town after the acceptance of this act, the number of selectmen shall be increased to five. Such increase shall be effected in the following manner: the two members of the Board of Selectmen whose terms have not then expired shall continue as such members until the expiration of the terms for which they were respectively elected, and at such annual election there shall be elected one selectman for one year, one for two years, and one for three years; and at each annual election thereafter, the town shall elect successors of the members whose terms have expired for the terms of three years. They shall serve until their successors are elected and qualified. When a vacancy occurs among the selectmen for any reason other than expiration of term, the remaining selectmen and the moderator, within thirty days after such vacancy occurs, shall appoint another selectman to fill the vacancy until the next town election, at which the voters shall elect a selectman for the remainder of the unexpired term. A majority of the ballots of the officers entitled to vote shall be necessary to such appointment.

Board of Selectmen Handbook

Board Election of Officers, Employee Hiring & Appointments to Committees

❖ Removal & Vacancy of Board Officers

The Chairman and the Vice-Chairman serve at the pleasure of the Board. As such, either may be removed from such position with a majority vote of the Board. If either the Chairman or the Vice Chairman is removed from office or resign their office, the Board will conduct another organizational meeting. The Chairman conducts an organizational meeting to replace the Vice-Chairman and the Vice-Chairman conducts an organizational meeting to replace the Chairman.

In the event of a vacancy of an office created by a vacancy on the Board itself, the minimum number of members to conduct an organizational meeting will be however many members of the Board remain in service, with three (3) being the minimum number for a quorum.



Town of Arlington, Massachusetts

Property Damage @ 235 Gray Street

Summary:

John and Frances Kotelly, 235 Gray Street

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Kotelly_CR.pdf	Correspondence from J. Kotelly; Meeting Notice

Cores Rec.
12/04/17

JOHN KOTELLY
235 Gray Street
Arlington, MA 02476-6103

TOWN CLERK'S OFFICE
ARLINGTON, MA 02476

2017 NOV 21 AM 10:20

RECEIVED

November 17, 2017

Stephanie Lucarelli, Town Clerk
Town of Arlington
Town Hall
730 Mass Avenue
Arlington, MA 02476

Joseph A. Curro, Chairman
Board of Selectmen
Town of Arlington
Town Hall
730 Mass Avenue
Arlington, MA 02476

RE: Notice under G.L. c. 84 §§ 15 and 18
Property: 235 Gray Street, Arlington, Massachusetts

Dear Madam and Sir:

This notice is given on my behalf and on behalf of my wife, Frances, with respect to property damage that occurred on October 29-30, 2017 at the above-referenced property as a result of defects in the public way on Coolidge Road and Gray Street resulting in the discharge of large quantities of water onto my property and into my basement. These discharges have been occasioned by the alteration of the grades in those streets such that water coming down Coolidge Road runs across Gray Street and into my driveway and then into my basement.

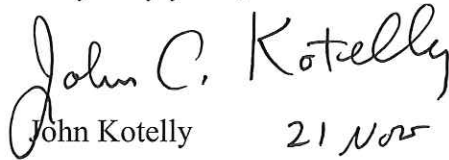
Since the completion of construction on Gray Street in the proximity of my home, I have notified a town engineer of this condition and been advised that the condition of the roads in question are "as designed." In effect then, taking the statement as true, the roadway was designed without due care and with the result that the design causes damage.

While I can and will pursue my right to recover damages if necessary, I believe a more appropriate solution is for the Town to take action to remedy the defect and to direct water coming down Coolidge Road toward my home further down Gray Street such that my property is not damaged.

Stephanie Lucarelli, Town Clerk
Joseph A. Curro, Chairman
November 17, 2017
Page 2

I have attached to this letter copies of various photographs taken on October 31, 2017 that make clear that the path of the debris points directly toward my driveway (in which my silver SUV is parked). I request that the Town take immediate action to remedy the situation and avoid the costs and complications that necessarily will follow if no action is taken.

Very truly yours,


John Kotelly 21 Nov 2017

Enclosures









OFFICE OF THE BOARD OF SELECTMEN

JOSEPH A. CURRO, JR., CHAIR
STEVEN M. BYRNE, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 28, 2017

John and Frances Kotelly
235 Gray Street
Arlington, MA 02476

Dear John and Frances:

We are in receipt of your correspondence in which you discuss your property at 235 Gray Street and defects in the public way.

Thank you for writing to the Board of Selectmen. Your correspondence will appear on the December 4th Selectmen's Agenda under "Correspondence Received". Although it is not necessary for you to attend the meeting, you may do so if you are so inclined.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Arlington Libraries Foundation's Annual Appeal

Summary:

Karin Varnik Barrett, Chair, Arlington Libraries Foundation

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Arlington_Libraries_Foundation.pdf	Correspondence from K. Barrett



arlington libraries
foundation

Cores. Rec.
12/04/17

November 15, 2017

Arlington Board of Selectmen
730 Massachusetts Avenue
Arlington, MA 02476

Dear ,

Our libraries are a vital part of our town. They are not just a source of books, DVDs and programs, they are community centers to which residents turn for answers, meet friends or look for new learning opportunities.

Not only do Arlingtonians love going to the library, they love bringing it home. They curl up around library books and watch DVDs on their television screens. Last year they borrowed 530,236 books and 73,374 DVDs from Robbins and Fox. These traditional media are not the full story. They also downloaded 60,452 e-books and audiobooks through the library's online portal.

Arlington is at home in the library, and the library is at home with the people of Arlington. .

The **Arlington Libraries Foundation's Annual Appeal** is an opportunity for townspeople to support this beloved community institution. Arlingtonians have long depended on private donations to provide important library services beyond those funded by the municipal budget. The Annual Appeal supports the programs the libraries need most.

Will you help us spread the word to your employees and customers that Arlington libraries need them, now more than ever **by posting the enclosed announcement flier in a prominent place in your establishment?**

Arlington businesses have been outstanding citizens in our community, and Arlington residents – your employees and customers - are grateful for all you have done.

With sincere gratitude,

Karin V Barrett

Karin Varnik Barrett
Chair

Annual Appeal 2017

*Funding programs the
library needs most!*

Last year, Arlington library visitors borrowed 530,236 books and 73,374 DVDs from the Robbins and Fox Branch Libraries. They attended 653 adult, teen and children's programs and on their electronic devices, they downloaded 60,452 e-books and audiobooks.

Join your neighbors in donating to the annual appeal and showing your support for these vital community resources.

*Truly, you are at home in the library
and the library is at home with you.*



arlington libraries
foundation

www.ArlingtonLibrariesFoundation.org
700 Massachusetts Avenue, Arlington
info@ArlingtonLibrariesFoundation.org



Town of Arlington, Massachusetts

Request to Extend No Parking Section and Add Speed Limit Sign on Winter Street

Summary:

Bob Radochia, 45 Columbia Road

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Radochia_CR.pdf	Correspondence from B. Radochia

Bob Radochia
45 Columbia Rd
Arlington, MA
781-648-1196

November 27, 2017

Board of Selectmen

This is a request to extend the no parking restrictions for an additional four hundred feet along the northerly side of Winter St. between house numbers 31 and 55. It is along this length of roadway the street width narrows down from 24' to 22'-7" and then back to 24'.

The recommended road width for residential streets is 24-26 feet. The recommended minimum travel lane width is 10-12 feet. I have noted that Cleveland St. is 28' feet wide, Oxford St. is 24' feet wide, and Winter St. is mostly 24' except for the above-mentioned section that narrows down to 22'-7".

Recently there have been tense situations when vehicles are parked on both sides of the street in this 400-foot zone. Most vehicles are parked within 7'-3" off the curb, and when two vehicles are parked opposite each other the travel lane is reduced to 8'-0". Most passenger vehicles can get through the 8'-0" travel lane. Commercial vehicles that are 7'-0" to 8'-6" wide are not always able to clear the opening when factoring in mirrors, which protrude between 4"-8".

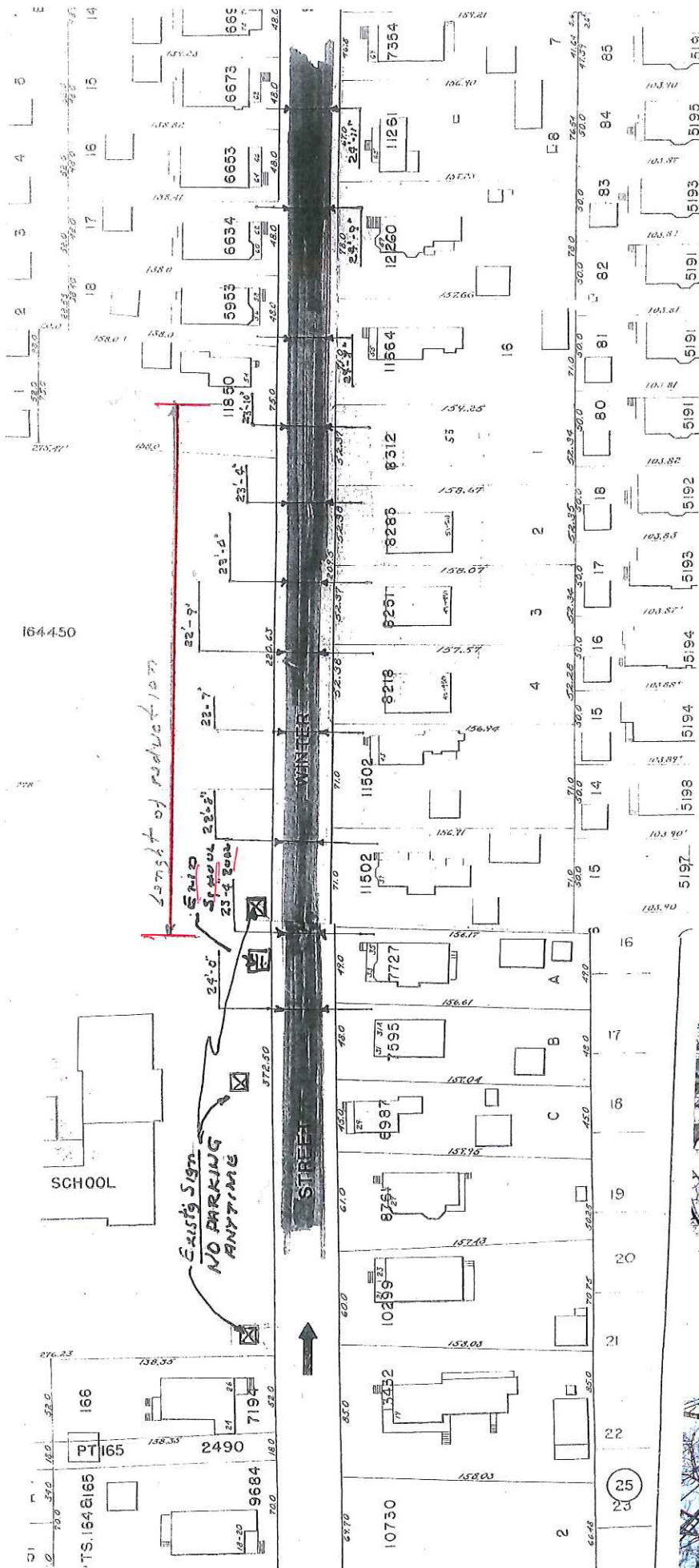
Winter St is an extension of Lake St. and is often used as a direct route to Broadway from Mass. Ave. for all types of passenger and commercial vehicles. It is also the longest street (1,600 feet) in Arlington without a side street or intersection throughout its entire length. The playground and tennis courts on the left give drivers a sense of an open and unobstructed line of sight which often encourages drivers to speed up after the "End School Zone" sign. A speed limit sign after the ESZ sign may help to keep the speed down to the new 25 MPH we now have throughout the town.

Sincerely

Bob Radochia

Bob Radochia

Attached: Partial street plan showing the area of concern.



WINTER ST **PARTIAL STREET PLAN**

Scale: 1" = 70 FEET

32 11/27/17





Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

EXECUTIVE SESSION



Town of Arlington, Massachusetts

Next Meeting of BoS December 18, 2017